



Board of Commissioners Agenda

Town of Swansboro

Tuesday, March 26, 2024

Revised 3/25/2024

Board Members

John Davis, Mayor | William Justice, Mayor Pro Tem | Pat Turner, Commissioner
Jeffrey Conaway, Commissioner | Douglas Eckendorf, Commissioner | Joseph Brown, Commissioner

I. Call to Order/Opening Prayer/Pledge

II. Public Comment

Citizens have an opportunity to address the Board for no more than three minutes per speaker regarding items listed on the agenda. There is a second opportunity at the end of the agenda for the public to address the Board on items not listed on the agenda.

III. Adoption of Agenda and Consent Items

The Town Clerk respectfully submits to the Board, the Regular Agenda and the below consent items, which are considered to be of general agreement and little or no controversy. These items may be voted on as a single group without Board discussion "or" if so desired, the Board may request to remove any item(s) from the consent agenda and placed for consideration separately.

III. Consent Items:

- a. September 11, 2024, Regular Meeting

IV. Appointments/Recognitions/Presentations

a. Recognition of Trevor Hucal

Presenter: Mayor John Davis

b. Employee Introductions

Presenter: ~~Anna Stanley – Parks & Recreation Director~~

Jacob Randal – Fire Chief

Dwayne Taylor – Police Chief

c. Center for Public Safety Excellence - Program Selection

Presenter: Jacob Randall – Fire Chief

The Town of Swansboro Fire Department was 1 of 10 agencies selected to participate in the Center for Public Safety Excellence's Beta Testing for the Community Risk Assessment (CRA) / Standards of Cover (SOC) Certificate Program. The CRA/SOC is a significant component of completing the Agency Accreditation process.

V. Public Hearing

- a. Zoning Map Amendment to rezone parcel on Swansboro Loop Road from RA to R20SF Conditional Zoning**
Presenter: Andrea Correll, AICP – Town Planner

Sand Dollar Homes seeks a conditional rezoning for 27.287 +/- acres on a parcel of land identified as Tax Parcel ID 019324, from RA (Agricultural Residential) to R-20SF CZ (Single Family Conditional Rezoning) to develop a cluster subdivision.

Recommended Action:

- 1. Hold Public Hearing;*
- 2. Motion to approve Ordinance 2024-05 for a conditional rezoning of 27.287 +/- acres on a parcel of land identified as Tax Parcel ID 019324, from RA (Agricultural Residential) to R-20SF CZ (Single Family Conditional Rezoning) which includes six required conditions to develop a cluster subdivision and the consistency statement.*

VI. Business Non-Consent

- a. EOC/PSB Site Selection Committee Land Solicitation Packet and Ad**
Presenter: Keith Walsh – EOC/PSB Site Selection Committee Chair

The EOC/PSB Site Selection Committee has developed a Land Solicitation Packet and a corresponding newspaper ad to aid in the search for available land suitable for the EOC Public Safety Building.

Recommended Action:

- 1. Discuss/Determine a deadline for packet submission.*
- 2. Authorize the EOC/PSB Site Selection Committee and staff to proceed with publishing the packet and newspaper ad.*

- b. Budget Ordinance Amendment #2024-8**
Presenter: Sonia Johnson – Finance Director

A Budget Ordinance Amendment is requested for multiple departments.

Recommended Action: Motion to approve Budget Ordinance Amendment #2024-8

- c. Ordinance Amendment #3 to the Grant Project Ordinance Budget for the American Rescue Plan Act of 2021:Coronavirus State and Local Fiscal Recovery Funds**
Presenter: Sonia Johnson – Finance Director

An Ordinance Amendment is requested to the Grant Project Ordinance Budget for the American Rescue Plan Act of 2021:Coronavirus State and Local Fiscal Recovery Funds.

Recommended Action: Motion to approve Ordinance Amendment #3 to the Grant Project Ordinance Budget for the American Rescue Plan Act of 2021:Coronavirus State and Local Fiscal Recovery Funds.

- d. Monthly Financial Report As of February 29, 2024**
Presenter: Sonia Johnson – Finance Director

e. Future Agenda Topics
Presenter: Alissa Fender – Town Clerk

Future agenda items are shared for visibility and comment. In addition, an opportunity is provided for the Board to introduce items of interest and subsequent direction for placement on future agendas.

Recommended Action: Discuss and provide any guidance.

f. Charleston Park Street Acceptance
Presenter: Jon Barlow – Interim Town Manager

The Board of Commissioners will consider final acceptance of the streets in the Charleston Park Subdivision.

Recommended Action: A motion to accept Resolution 2024-R5 to formally accept certain streets in the Charleston Park subdivision as public streets in the Town of Swansboro.

VII. Items Moved from Consent

VIII. Public Comment

Citizens have an opportunity to address the Board for no more than five minutes regarding items not listed on the Agenda.

IX. Manager's Comments

X. Board Comments

XI. Closed Session

XII. Adjournment

Town of Swansboro
Board of Commissioners
September 11, 2023, Regular Meeting Minutes

In attendance: Mayor John Davis, Mayor Pro Tem Frank Tursi, Commissioner Pat Turner, Commissioner Larry Philpott, and Commissioner Jeffrey Conaway. Commissioner PJ Pugliese was absent.

Call to Order/Opening Prayer/Pledge

The meeting was called to order at 5:30 pm. Mayor Davis led the Pledge of Allegiance.

Public Comment

Citizens were offered an opportunity to address the Board regarding items listed on the agenda. No comments were given.

Adoption of Agenda and Consent Items

On a motion by Commissioner Philpott, seconded by Commissioner Turner, the agenda and the below consent items were approved unanimously.

- April 10, 2023, Regular Meeting Minutes
- April 24, 2023, Regular Meeting Minutes

Appointments/Recognitions/Presentations

Employee Introductions

Parks & Recreation Director Anna Stanley introduced Walker Edwards, the new Program Supervisor. She shared that he was a graduate of ECU with a degree in Parks & Rec Management and had worked the past 6 years with the City of Wilson.

Business Non-Consent

Projects/Planning Coordinator Rebecca Brehmer reviewed that a text amendment to section 152.016 Definitions of Basic Terms was needed to add a definition of "Marina". The text amendment was first brought to the board and a public hearing was held on August 28, 2023. The item was tabled to the next meeting, and staff was directed to consult with the Town Attorney to revise the wording related to the types of uses that could fall under a marina facility.

In response to inquires from the board, Planner Correll clarified that the definition of a Marina in the CAMA Land Use Plan will differ from the UDO because lakes & rivers have different attributes, and our UDO needs to clearly define for commercial establishments and uses.

Mayor Pro Tem Tursi recommended changing the definition as capture below and the board supported.

MARINA. A facility for the docking, mooring, berthing, or storage of marine vessels that also include, but are not limited to, a wide variety of accessory uses such as boat fuel sales, sales of boating supplies and equipment, boating related services, laundries, boat repair and rental, storage racks and dry storage of boats.

On a motion by Commissioner Turner, seconded by Commissioner Philpott, Ordinance 2023-O12 amending the Unified Development Ordinance to update Section 152.016 to include the definition for “Marina” with the above captured verbiage changes was approved unanimously.

Budget Ordinance Amendment #2024-3

Finance Director Johnson and Fire Chief Randal reviewed that the budget needed to be amended for acceptance of the 3% fire tax from Onslow County totaling \$92,842.77. The following appropriations of the additional funds was provided:

- Assistant Fire Chief – Training: \$51,400.99
(Initial Start of November 11 to FY End 23/24 including benefits)
- Overtime: \$11,441.78
- Part-Time Salary: \$30,000

On a motion by Commissioner Philpott, seconded by Commissioner Turner, Budget Amendment #2024-3 was approved unanimously.

Future Agenda Topics

Future agenda items were shared for visibility and comment. In addition, an opportunity was provided for the Board to introduce items of interest and subsequent direction for placement on future agendas. The following items were added for future review.

- Have EOC/PSB Committee on agenda for updates at every meeting.
- Future Closed Session under 143-318.11 (a)(3) attorney-client privilege.

Public Comment

Lisa Carpenter, an Onslow County Commissioner shared her appreciation with the Board of their services and looked forward to the completion of the EOC/PSB project.

Manager's Comments

Manager Webb had nothing further to report. She reminded those interested in participating as an entry in the Mullet parade to submit their applications.

Board Comments

Board members shared their appreciation for the Tunnel 2 Towers event, and it appeared to be very well attended and the safety of participants was visible throughout.

Mayor Pro Tem Tursi shared that he has originally supported the option to build the EOC/PSB next to Town Hall, however he had changed his mind and supported Option A (see attachment A to 8/28/2024 minutes) which was to renovate the exiting building.

Mayor Davis shared that something needed to be done to get the EOC/PSB project moving along. He also shared his concern with the Seawall failure at the Mattox property and suggested seeking additional funding for the repair through the Onslow County Tourism Development Authority. Manager Webb indicated she would reach out to see about applying for such funding.

Adjournment

On a motion by Mayor Pro Tem Tursi, seconded by Commissioner Conaway, the meeting adjourned at 6:14 pm.



Board of Commissioners Meeting Agenda Item Submittal

Item To Be Considered: **Center for Public Safety Excellence – Program Selection**

Board Meeting Date: **March 26, 2024**

Prepared By: **Jacob Randall – Fire Chief**

Overview: The Town of Swansboro Fire Department was 1 of 10 agencies selected to participate in the Center for Public Safety Excellence’s Beta Testing for the Community Risk Assessment (CRA) / Standards of Cover (SOC) Certificate Program. The CRA/SOC is a significant component of completing the Agency Accreditation process.

The Town of Swansboro Fire Department was notified on March 12, 2024, that the Center of Public Safety Excellence (CPSE) had selected us as one of 10 Agencies in the Beta Testing for a newly developed certificate program. The Community Risk Assessment (CRA) and Standard of Cover (SOC) are key components when an agency seeks Accreditation. Agency accreditation is an international recognition of achievement. It shows our community that our agency continually self-assesses, looks for opportunities for improvement, and is transparent and accountable by applying a true third-party verification and validation process. Last year, the first two departments completed the Alpha testing of this certificate program, meaning the Town of Swansboro will be in the initial 12 agencies to receive this honor when we complete the program.

Action: _____



Board of Commissioners Meeting Agenda Item Submittal

Item To Be Considered: **Zoning Map Amendment to rezone parcel on Swansboro Loop Road from RA to R20SF Conditional Zoning**

Board Meeting Date: **March 26, 2024**

Prepared By: **Andrea Correll, AICP – Town Planner**

Overview: Sand Dollar Homes seeks a conditional rezoning for 27.287 +/- acres on a parcel of land identified as Tax Parcel ID 019324, from RA (Agricultural Residential) to R-20SF CZ (Single Family Conditional Rezoning) to develop a cluster subdivision.

The case was reviewed by the Planning Board at the January meeting and was tabled to the February and was again tabled to the March meeting pending a legal opinion. After receiving a legal opinion from the Town Attorney, at the March meeting, the Planning Board unanimously recommended the requested conditional rezoning from RA to R20SF Conditional Zoning including the six discussed conditions which includes the Town Attorney’s legal opinion. In conditional rezoning, NCGS 160D requires that the applicant accept the recommended conditions. The Board of Commissioners is considering the subdivision drawing and conditions recommended as part of your conditional rezoning recommended by the Planning Board and accepted by Sand Dollar Homes. The conditions are included in Ordinance 2024-O5. If the Board of Commissioners desires any additional conditions, the applicant will have to accept them at the meeting or withdraw his request.

Background Attachment(s):

1. Application Request
2. Staff Analysis
3. Technical Review Committee comments
4. Sealed Engineer’s letters
5. Legal Description and Surveys
6. Sealed Wetlands Report
7. Conditional Rezoning Sketch Plan
8. Buffer map
9. Comprehensive Plan Consistency Statement
10. Sand Dollar Homes conditions acceptance letter
11. Ordinance 2024-O5

Recommended Action: 1. Hold Public Hearing;
2. Motion to approve Ordinance 2024-O5 for a conditional rezoning of 27.287 +/- acres on a parcel of land identified as Tax Parcel ID019324, from RA (Agricultural Residential) to R-20SF CZ (Single Family Conditional Rezoning) which includes six required conditions to develop a cluster subdivision and the consistency statement.

Action: _____

Town of Swansboro
601 W. Corbett Avenue Swansboro, NC 28584
Phone (910) 326-4428 - Fax (910) 326-3101

APPLICATION FOR ZONING & ORDINANCE AMENDMENTS

Check the Appropriate Blank

- Add a Use to a Zoning District
- Remove a Use from a Zoning District
- Create a New Zoning District
- Future Land Use Map Amendment

Application No. _____

- Amend Code of Ordinances
- Amend Unified Development Ordinance
- Zoning District Designation Change

A complete application must be received with the fee by the third Friday prior to the month of review.

Property Owner Name SAND DOLLAR HOMES, LLC Phone # 910-320-2587

Address of Zoning Request SWANSBORO LOOP ROAD

Mailing Address 1705 IVORY GULL DRIVE, MOREHEAD CITY, NC 28557

Zoning Amendments

Attach a copy of the legal description of the property (including address if assigned) that is requested for a zoning change (i.e. metes and bounds). The application will not be scheduled for review until these items are received.

Provide a list names and mailing address of adjacent property owner on the reverse side of this application. The application will not be scheduled for review until these items are received.

Present Zoning RA (RESIDENTIAL/AGRICULTURAL) Desired Zoning R20SF-CZ

Probable Use of Property RESIDENTIAL SUBDIVISION

Reason for Zoning Change Request CREATE A RESIDENTIAL SINGLE-FAMILY CLUSTER DEVELOPMENT

Ordinance Amendments

Code Section to be amended _____

Print clearly the code section wordage to be amended _____

Print clearly the code section wordage as suggested _____

Reason for requested amendment _____

Signature _____ Date _____

Future Land Use Map Amendment

Present Future Land Use Category _____ Desired Future Land Use Category _____

Use of Property _____

Reason for Future Land Use Map Change Request _____

Town Hall Use Only

Fee Paid 400 Date Received 4/14/23 Date scheduled for Planning & Zoning Board review _____

Recommendation from Planning & Zoning Board 1/10/24

Public Hearing Run Dates _____ Date of Public Hearing _____

Effective Date of Change _____ Ordinance Number _____

revised 8/1/23 Andrea Council

revised 11/20/23 Andrea Council

revised 12/21/23 ac

revised 1/2/24 ac



STROUD ENGINEERING, P. A.

CONSULTING ENGINEERS
 422 HIGHWAY 24
 MOREHEAD CITY, NORTH CAROLINA 28557
 WWW.STROUDENGINEER.COM
 LICENSE NO. C-0647

SAND DOLLAR HOMES REZONING REQUEST

Property: 27.29 Acres located off Swansboro Loop Road

Current Zoning: RA

Proposed Zoning: R20SF-CZ

Existing Land Use Classification: Agricultural

Future Land Use Classification: RA (Rural Agricultural) & CPA (Conservation Priority Area)

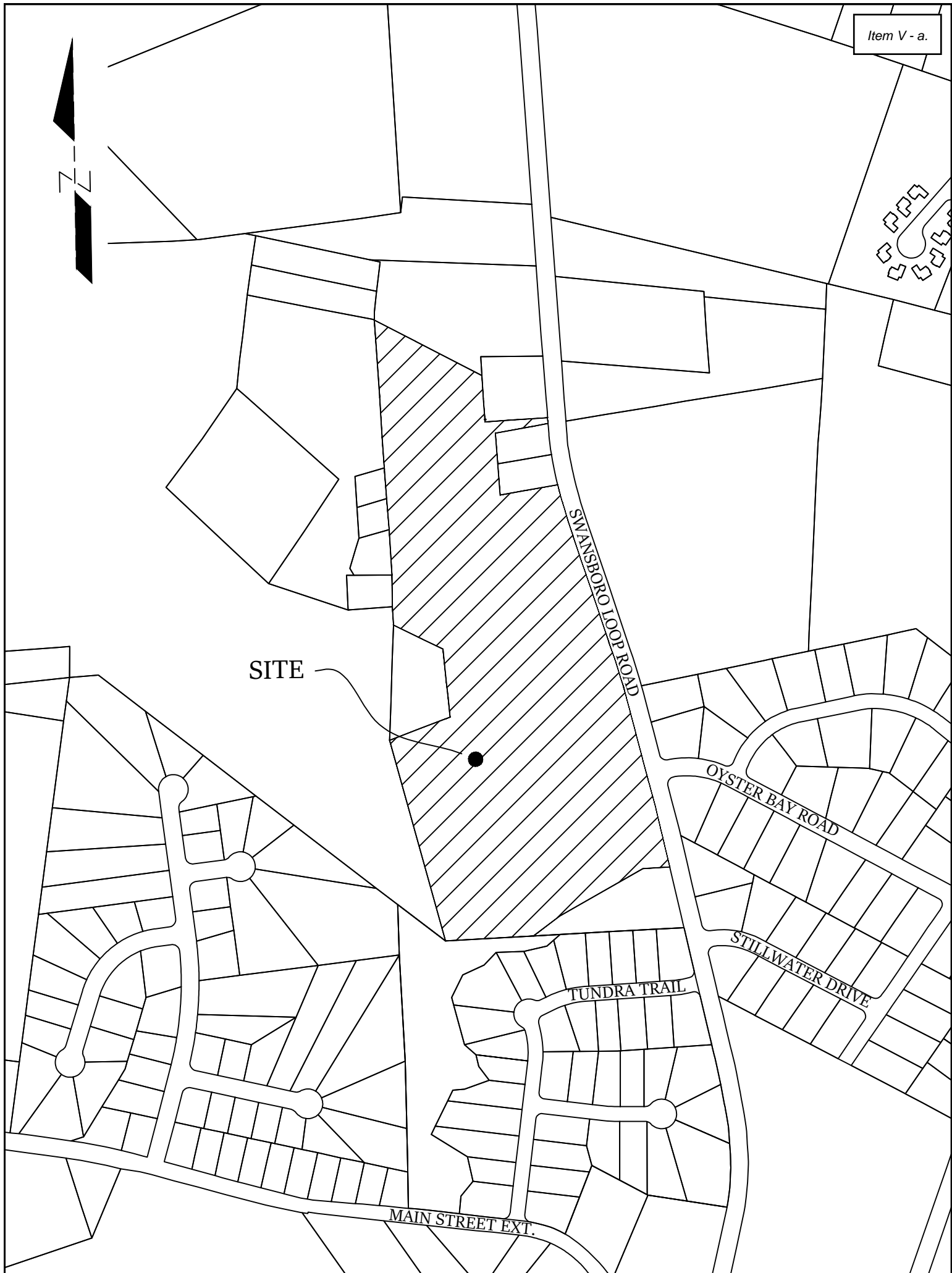
The property owners are requesting to rezone the above-referenced property for a residential development. All of the existing wetlands will be preserved and the development will be clustered away from the largest portion of the wetlands. The development will be done in 2 phases; the 1st phase will be Lots 1 – 15; 46 – 50; the common space/open area and the lift station. The 2nd phase will be Lots 16 – 45 and the lift station. The property is surrounded by R-10SF zoning to the North, RA and R-10SF on the East, R20SF on the South and RA and R-10SF to the West.

According to the Town's CAMA Land Use Plan, the Rural Agricultural Land Use supports 4 dwelling units per acre within ¼ mile walking distance of a Coastal Traditional Neighborhood Area – the subject property is located .22 miles to the nearest CTN Area which allows for a possibility of 109 dwelling units – 50 are proposed in this development. The breakdown on the size of the lots is: 46% are 12,000 SF – 15,000 SF; 44% are 15,000 SF – 20,000 SF and 10% are 20,000+ SF.

Appendix A of the Land Use Plan states “*The Town of Swansboro supports larger lots, decreased impervious surface areas, and cluster development in conservation classified areas and areas with low land suitability.*” This will be a cluster development.

Recent changes to the Town's CAMA Land Use Plan states “*Change zoning to include isolated wetlands in the definition of environmentally sensitive areas and protect wetlands when development is proposed with zoning incentives such as cluster development.*”

In addition, the Town does not have many policies that go beyond protections under Section 404 of the CWA. Going forward, the Town intends to amend the Unified Development Ordinance to enable clustering in office and business zoning districts, as well as residential districts.



PRELIMINARY

VICINITY MAP FOR:

SAND DOLLAR HOMES SUBDIVISION

TAX PARCEL: 536518217675
PHYSICAL ADDRESS: SWANSBORO LOOP ROAD
REFERENCE: DB 5511 PG 585

SWANSBORO, ONSLOW COUNTY, NC

DEED EXHIBIT-NOT FOR RECORDATION

DATE: JUNE 6, 2023

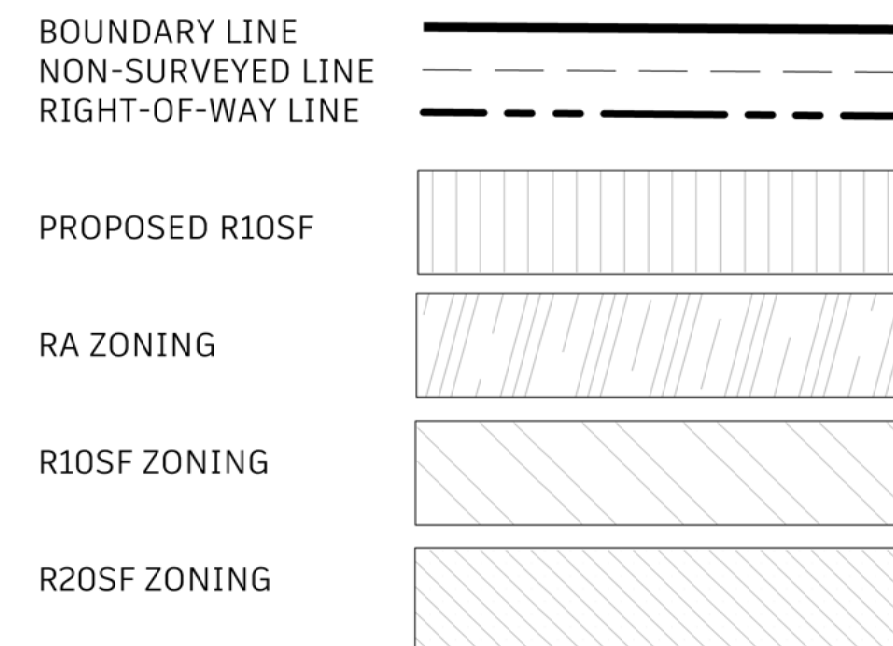


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MOREHEAD CITY, NC 28557
(252) 247-7479



LEGEND:
ETP = EX. IRON PIPE
EIR = EX. IRON ROD



PRELIMINARY NOT FOR RECORDATION OR SALES



REVISIONS

| BY | NO. | DATE | DESCRIPTION |
|----|-----|--------|--------------------|
| TL | 1 | 8/1/23 | CHANGE TO R20SF-CZ |
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| | | | |
| | | | |

PROJECT NO.: PM3106-001
DRAWING NO.: REZONING



REZONING MAP FOR:
SAND DOLLAR HOMES SUBDIVISION
SWANSBORO LOOP ROAD
TAX PARCEL: 536518217675 D.B. 5511 PG. 585

SWANSBORO, ONSLOW COUNTY, NORTH CAROLINA

OWNER: SAND DOLLAR HOMES, LLC
ADDRESS: 1705 IVORY GULL DRIVE
MOREHEAD CITY, NC 28557
PHONE: 910-320-2587

SURVEYED: BB/AC
DRAWN: TLJ
APPROVED: JTM
DATE: 03/30/23
SCALE: 1"=80'
SHEET 1 OF 1

STROUD ENGINEERING, P.A.
422 HIGHWAY 24
MOREHEAD CITY, NC 28557
(252) 247-7479
LICENSE NO. C-0647

Staff Analysis

Expanded Overview:

The requested conditional rezoning by Sand Dollar Homes contains a +/- 27.287-acre parcel of land currently zoned RA (Residential Agricultural to R-20SF see **(Figure 1)**). The rezoning request is consistent with the R-20 SF cluster development and is consistent with all Unified Development Ordinance requirements. The requested rezoning is consistent with the Swansgate subdivision zoned R-20 Cluster, the Oyster Bay subdivision across Swansboro Loop Road zoned R-10 and the other R-10 subdivisions in the area.

The CAMA Land Use Plan Future Land Use Map depicts this parcel as Rural/Agricultural and CPA (Conservation Priority Area). The Conservation Priority Area is because of the wetlands located on the site. Please see **(Figure 2)**. On August 28, 2023, an amendment to the CAMA Land Use Plan Update changed the analysis on pages A-29 and A-30 from protection of only isolated wetlands to protection of all environmentally sensitive areas. Further, the amendment included isolated wetlands in the definition of environmentally sensitive areas and protects wetlands when development is proposed with zoning incentives such as cluster development. Find the link below:

<https://storage.googleapis.com/proudcity/swansboronc/uploads/2022/10/Swansboro-CAMA-LUP-Updated10.2023.pdf>

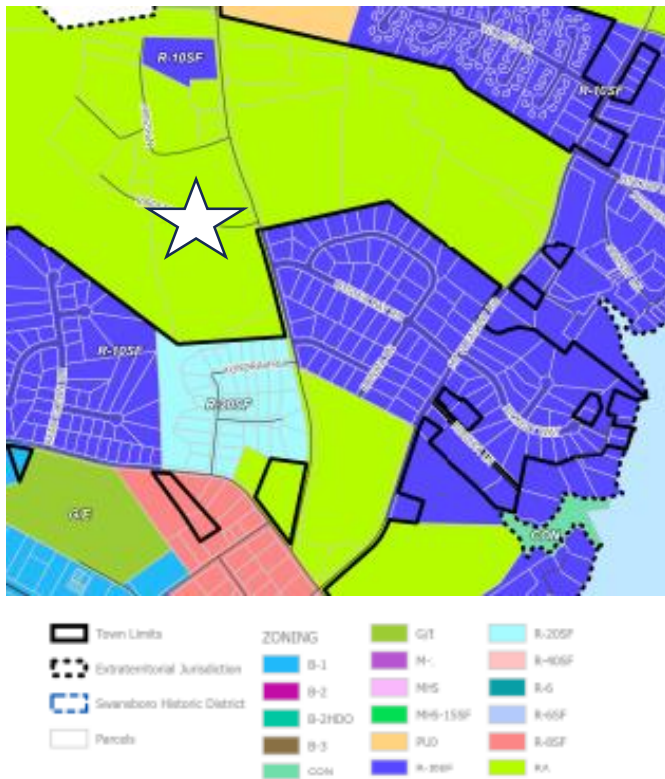


Figure 1- Town of Swansboro Zoning Map

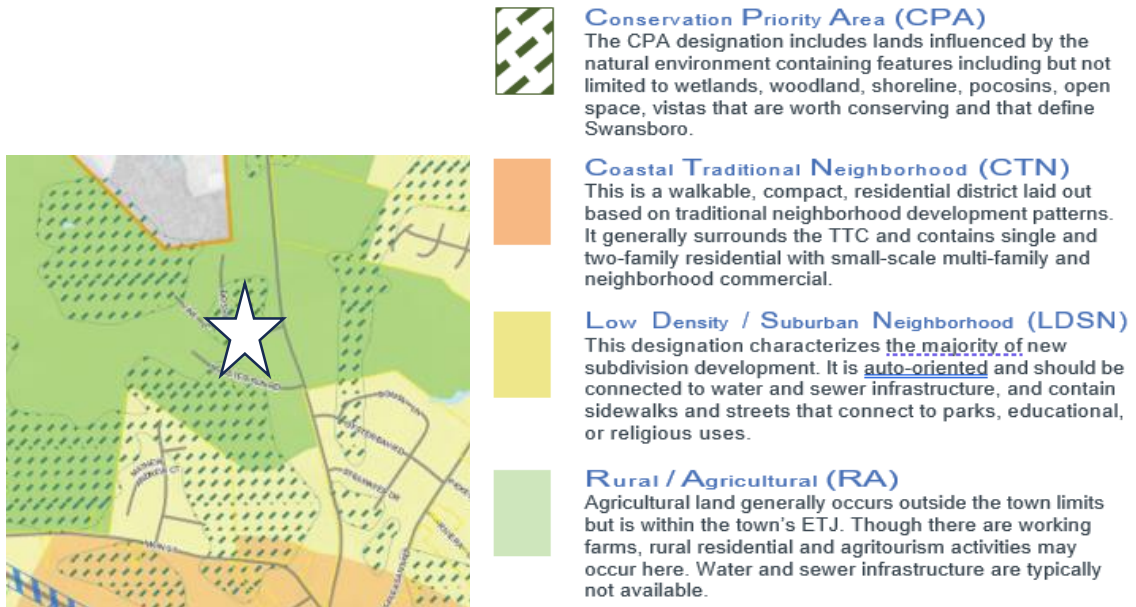


Figure 2- Future Land Use Map

To support the request, the applicant refers to Chapter 5, page 49 of the CAMA LUP under the Rural/Agricultural Appropriate Density section:

- Up to 4 dwellings per acre of any type of residential within a 1/2-mile walking distance of any Town Center area or within 1/4-mile walking distance of a Coastal Traditional Neighborhood area, whichever is greater (i.e.- allows increased densities to more property).

The staff has reviewed Residential Cluster Standards provided in the Unified Development Ordinance and the proposal meets the standards found in Sections 152.225-152.228.

Please note that the other regulations in the Unified Development Ordinance, which the proposal will be required to meet, have been reviewed by staff for consistency. The subdivision will have to be heard again by the Planning Board and the Board of Commissioners for the preliminary plat (construction drawing phase) as well as for the final plat, if the platting is greater than seven lots. Seven lots or less are reviewed by staff.

The Sand Dollar subdivision is proposed for fifty lots in two phases. There is a sewer lift station proposed behind lot 41 serving both phases, as well as a mailbox kiosk serving both phases near lot 8.

Traffic and Infrastructure Comments:

On November 27th, the sealed engineering letter was received that a Traffic Impact Analysis was not required based on his calculations. This letter was reviewed by the Town's Traffic engineer on December 8th, and he calculated differently following appropriate NCDOT methodology that 50 single family units would generate 533 vehicles/day which would meet the Town's standard requiring a Traffic Impact Analysis for subdivision generating 400 trips or more in a 24-hour period. The design

team chose to split the neighborhood into two phases, during the conditional rezoning to get the traffic count in the twenty-four-hour period below that standard. **This issue will have to be addressed at the preliminary plat (construction drawing phase) when both phases are combined, and the required threshold is met.** The developer will be required to submit the required Traffic Impact Analysis to the Town's traffic engineer for review. Please note NC GS 160D enables development to occur in phases. As a Town, we have to follow both State and Local law.

The Swansboro Unified Development Ordinance Section **152.180 Notes to the Table of Permitted/Special Uses. (A) Note 1.** *Conditional zoning district in which the development and use of the property is subject to site specific conditions imposed as part of the legislative decision creating the zoning district.*

The Town Board is considering the Subdivision drawing and conditions recommended as part of your conditional rezoning decision. Please find below the recommended conditions forwarded by the Planning Board and accepted by Sand Dollar Homes.

Recommended Conditions

1. A Traffic Impact Analysis meeting the Town's requirements must be completed and approved prior to the preliminary plat (construction drawings) and before the development is heard at the Planning Board.
2. Required stormwater for Phase I and II must be located within the development not impacting the wetlands to assure stormwater is not routed to Swansboro Loop Road.
3. The twenty-five-foot required exterior buffer where there is a natural screen that cannot be seen through the vegetation will remain. Where there is an open field or no vegetation the area will be planted to screen the adjoining neighbors using the type A buffer standard.
4. An additional ten-foot-wide buffer will be required between the proposed 20-foot-wide fire road on the west side of the development adjacent to tax parcels 056584 and 002598. If there is natural screening that cannot be seen through the vegetation will remain, otherwise the type A buffer standard will be used.
5. Construct a 4-foot wooden privacy fence with gates surrounding the lift station with hardy fast-growing shrubs outside the fence to form a hedge meeting ONWASA requirements.
6. Any claim of a 3rd party regarding the applicant's title to the subject property, or the effect of such a claim, if any, on the requested rezoning, is a civil matter between private parties. This would include title conflicts between any existing easements and proposed public streets. The Planning Board's recommendation of approval has no bearing on claims of title to the property, such being outside the authority and jurisdiction of the Planning Board. The Board's recommendation should not be construed as having any effect on title to the property, claims against the property, or the validity of any such claims.



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Established 1783

www.swansboro-nc.org

**TOWN OF SWANSBORO
TECHNICAL REVIEW COMMITTEE
MEETING**

November 21, 2023

Tuesday 10:30 AM

Town Hall Community Room

Review of a Conditional Rezoning/Major Subdivision

Board of Commissioners

John Davis
Mayor

Frank Tursi
Mayor Pro Tem

Patricia Turner
Commissioner

Harry Pugliese
Commissioner

Larry Philpott
Commissioner

Jeffrey Conaway
Commissioner

Town Manager

Paula W. Webb, MMC-NCCMC
pwebb@ci.swansboro.nc.us

Town Clerk

Alissa A. Fender, CMC
afender@ci.swansboro.nc.us

Clerk:

- Street Names to be included.
- Plat must include intentions for infrastructure.
- Provide legal description of property for rezoning notice.

Fire Department:

- All streets will need to be 26' wide.
- The development will need to install fire hydrants. Starting from the beginning in the neighborhood, no greater than 400' apart.
- Each cul-de-sac shall have a fire hydrant.
- Hydrants must be on water mains 6" or greater.
- There shall not be any traffic calming devices (speed bumps) installed unless approved.
- The development shall have two means of ingress and egress.
- Any areas with gates shall have siren and Knox operating capabilities.
- We highly encourage the builder to consider installation of residential sprinkler systems to the home design for added protection.

Planning:

- Documentation from a sealed professional on wetland delineation.
- Sealed documentation from a professional engineer that a traffic impact analysis is not required based on the International Traffic Engineering Manual.
- Update lot 42 as being in both phases since it will contain the sewer pump station for the neighborhood.
- Note concerning the topography and where the stormwater is flowing.
- Are you mass grading the site?
- Has NCDOT approved the road locations on the State route?
- Provide a metes and bounds legal description and survey of the property.

Public Works:

- Stormwater Management Plan for subdivision must be reviewed and approved by NCDEQ.
- Streets, sidewalks, curbing and gutters must meet the minimum NCDOT and Town of Swansboro Code
- Coordinate with NCDOT on stormwater pipes along NCDOT roads that will be impacted by the additional stormwater runoff.



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LICENSE NO. C-0647

November 27, 2023

Ms. Andrea Correll
Planner - Town of Swansboro
601 W, Corbett Avenue
Swansboro, NC 28584

RE: Traffic Study - Sand Dollar Homes Subdivision on Swansboro Loop Road

Dear Ms. Correll:

Per your request, Stroud Engineering performed a preliminary traffic impact evaluation of the proposed development by Sand Dollar Homes on Swansboro Loop Road in Swansboro, NC. The ITE Trip Generation Manual (11th edition) indicates an average daily Vehicle Trip Generation Per Dwelling unit rate of 9.43 trips per dwelling unit per day. In consideration of the number of dwelling units proposed in each respective phase, the average daily trips projected falls short of the 400 trips per daily threshold for single family residential projects as outlined in Unified Development Ordinance Section 152.312 Part C requiring a traffic impact study.

Thank you,

DocuSigned by:
Joshua Johnson 11/27/2023
C5D4A5370748432...
Joshua L. Johnson, PE





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MOREHEAD CITY, NORTH CAROLINA 28557
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LICENSE NO. C-0647

December 18, 2023

Ms. Andrea Correll
Planner – Town of Swansboro
601 W. Corbett Avenue
Swansboro, NC 28584

RE: TRC comments – Sand Dollar Homes Subdivision on Swansboro Loop Road

Dear Ms. Correll:

Please see the items listed below that were requested during the Technical Review Committee meeting on November 21, 2023.

Drainage: Stormwater Management Plan and Stormwater Control Measures to comply with design criteria for NCDEQ review and permitting. Stormwater will be routed through curb and gutter and drainage swales for capture in stormwater control measures (likely to be wet pond, but TBD pending soil study), and anticipated to be released from the property in two primary directions, divided between White Oak River subwatershed (toward Stevens Creek) and Queen’s Creek subwatershed (toward Halls Creek), rather than toward Bogue Sound-Bogue Inlet subwatershed (toward Ward Creek and Swansboro downtown). Intent is to not contribute to Swansgate stormwater runoff.

Power: Overhead or underground TBD, electric lines to tie into existing power network in area.

Sewer: Intention for sanitary sewer is gravity sewer collection within subdivision, to a subdivision pump station, and a force main to the manhole near 131 Tundra Trail (Swansgate), pending evaluation of flows tributary to this downstream receiving sewer, to demonstrate discharge will not overload.

Water: Connect to municipal 6” water main along Swansboro Loop Road in two locations (at both subdivision entrances). Water lines will follow subdivision streets.

Streets, sidewalks, curbing and gutters shall meet the minimum NCDOT and Town of Swansboro Code.

Thank you,
DocuSigned by:
Joshua L. Johnson 12/18/2023
C5D4A5370748432...
Joshua L. Johnson, PE





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422 HIGHWAY 24
MOREHEAD CITY, NORTH CAROLINA 28557
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-LEGAL DESCRIPTION-

FOR PT 2ND & 3RD TR OLAI UNDERSETH, SWANSBORO LOOP ROAD,
SWANSBORO, ONSLOW COUNTY, N.C.
LAND OWNED BY SAND DOLLAR HOMES, LLC

Lying and being in Onslow County, Swansboro, North Carolina and being PIN 536518217675, Parcel ID 019324, and being more particularly described as follows:

Commencing at an existing iron rod located in the western right-of-way of Swansboro Loop Road and being the true point of beginning, which point is located S11°47'49"W, 137.61' from an existing iron rod found in the eastern right-of-way of Swansboro Loop Road; thence S86°38'16"W, 91.15' to an existing iron pipe found; thence S59°25'25" W, 323.53' to a point; thence S53°30'22"W, 94.45' to an existing iron pipe found; thence S85°27'52"W, 318.83' to an existing iron pipe found; thence N15°32'08"W, 693.00' to an existing iron pipe found; thence N67°57'52"E, 218.00' to an existing iron pipe found; thence N07°02'08W, 232.00' to an existing iron pipe found; thence N65°32'08"W, 193.69' to an existing iron rod found; thence N00°23'11"W, 62.71' to an existing iron rod found; thence N04°06'52"W, 263.66' to an existing iron pipe found; thence N04°13'29"W, 210.00' to an existing iron pipe found; N04°14'31"W, 491.29' to an existing iron rod found; thence S61°58'19"E, 409.94' to an existing iron rod found; thence S00°46'52"W, 147.10' to an existing iron rod found; thence N85°16'51"E, 229.54' to an existing iron rod found; thence S04°33'21"E, 12.22' to a point; thence S09°44'56"E, 9.48' to an existing iron rod found; thence S79°15'00"W, 200.11' to an existing iron rod found; thence S04°50'00"E, 210.00' to an existing iron rod found; thence N79°15'00"E, 218.28' to an existing iron rod found; thence S18°05'41"E, 1,004.76' to an existing iron rod found; thence S18°05'00"E, 13.66' to an existing iron rod found; thence S14°05'15"E, 327.33' to the place and point of beginning; containing 27.287+/- acres. Being the property depicted on a boundary retracement survey of map book 80 page 115 prepared by Stroud Engineering, P.A. dated 8/23/2022. Further being property described by way of deed recorded in book 5511 page 585, Onslow County Register of Deeds.



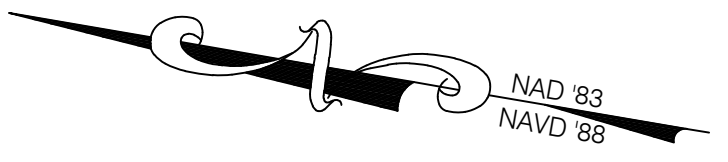
DocuSigned by:

Jeremy T. McCombs

E4A11AADB1742E...

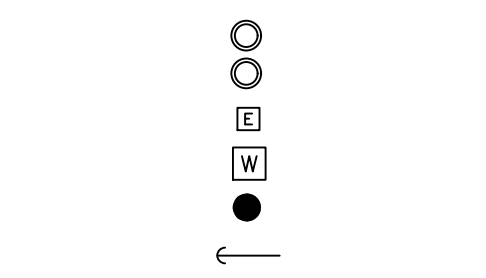
Jeremy T. McCombs
Registered Land Surveyor L5355

PRELIMINARY NOT FOR SALE, CONVEYANCE, OR RECORDATION

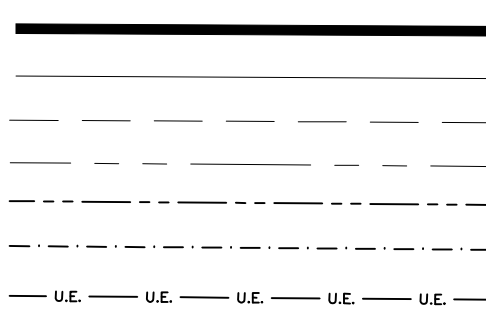


VICINITY MAP (N.T.S.)

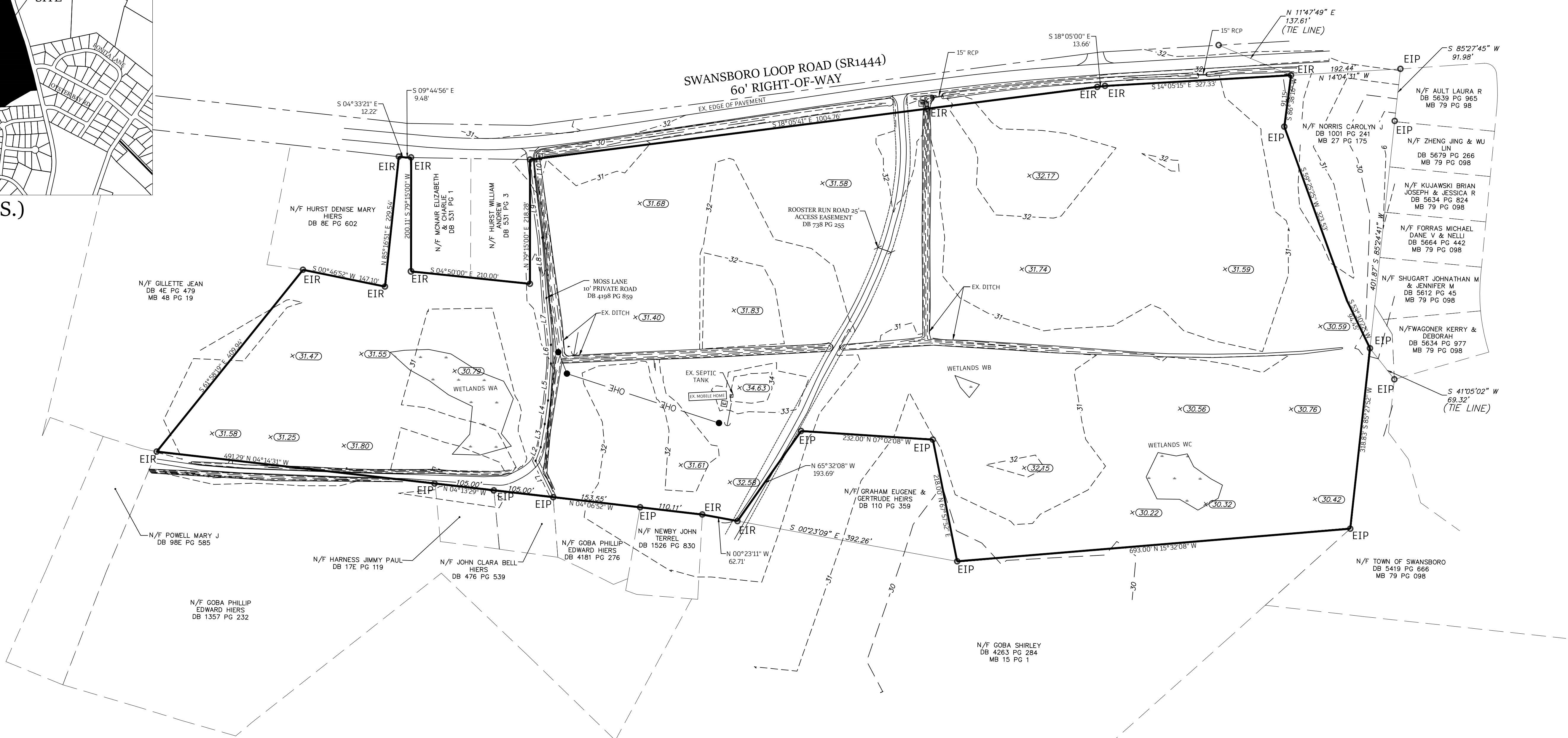
LEGEND
EIP= EX. IRON PIPE
EIR= EX. IRON ROD
ELECTRIC METER
WATER METER
LIGHT POLE
GUY WIRE



BOUNDARY LINE
SURVEYED LINE
NON-SURVEYED LINE
RIGHT-OF-WAY LINE
FLOOD HAZARD LINE
FEMA LIMWA LINE
OVERHEAD POWER



| MOSS LANE LINE TABLE | | |
|----------------------|---------|---------------|
| LINE # | LENGTH | DIRECTION |
| L1 | 70.61' | N 53°16'37" E |
| L2 | 25.71' | S 80°19'55" E |
| L3 | 41.18' | N 89°01'00" E |
| L4 | 42.04' | N 87°16'52" E |
| L5 | 64.90' | N 83°34'56" E |
| L6 | 32.95' | N 79°11'08" E |
| L7 | 82.76' | N 73°44'52" E |
| L8 | 106.07' | N 75°15'45" E |
| L9 | 107.82' | N 72°05'42" E |
| L10 | 31.42' | N 74°43'20" E |



I, JEREMY T. MCCOMBS, CERTIFY THAT THIS PLAT WAS PREPARED UNDER MY SUPERVISION FROM AN ACTUAL FIELD SURVEY OF DESCRIPTION(S) AS RECORDED IN DEED BOOK PAGE THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS SUCH AND WERE PLOTTED FROM INFORMATION AS REFERENCED HEREON; THAT THE RATIO OF PRECISION WAS 1:10,000+ AND THAT THE GLOBAL NAVIGATION SATELLITE SYSTEM (GNSS) WAS USED TO PERFORM A PORTION OF THIS SURVEY AND THE FOLLOWING INFORMATION WAS USED:

- (1) CLASS OF SURVEY: CLASS A
- (2) POSITIONAL ACCURACY: 0.05
- (3) TYPE OF GPS SURVEY: RTK
- (4) DATES OF SURVEY: 07-05-2022
- (5) DATUM/EPOCH: NAD83(2011)
- (6) PUBLISHED/FIXED-CONTROL USE: VRS
- (7) GEOID MODEL: 2012B
- (8) COMBINED GRID FACTOR(S): 0.99992201
- (9) UNITS: US SURVEY FOOT

I FURTHER CERTIFY THIS IS A SURVEY OF AN EXISTING PARCEL OR PARCELS OF LAND OR ONE OR MORE EXISTING EASEMENTS AND DOES NOT CREATE A NEW STREET OR CHANGE AN EXISTING STREET. THAT THIS PLAT MEETS THE REQUIREMENTS OF THE STANDARDS OF PRACTICE FOR LAND SURVEYING IN NORTH CAROLINA (21 NCAC 56.1600) AND THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30(F)(11) AS AMENDED. WITNESS MY HAND AND SEAL THIS 23RD DAY OF AUGUST, A.D. 2022.

JEREMY T. MCCOMBS PLS L-5355

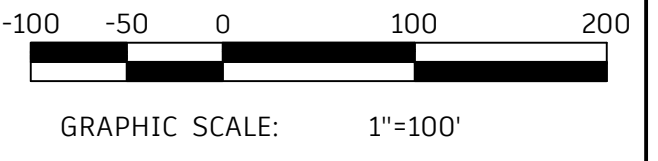
PROJECT NO.: PM3106-001
DRAWING NO.: SURVEY

NOTES:

1. AREA BY COORDINATE COMPUTATIONS; AREA= 1,188,623.5217± SQ. FT. OR 27.287 ACRES.
2. THE BASIS OF BEARINGS IS N.C. STATE PLANE COORDINATE SYSTEM; NAD'83. VERTICAL DATUM IS BASED ON NAVD'88. CONTOUR INTERVAL IS 1.0'.
3. SETBACKS CONFORM TO THE ONSLOW COUNTY CODE OF ORDINANCE: CURRENT ZONING: RA. SETBACK: 30' FRONT, 8' SIDE, AND 15' REAR.
4. THIS LOT IS LOCATED IN A "SHADED X" FLOOD ZONE AS DETERMINED BY THE NATIONAL FLOOD INSURANCE PROGRAM. FIRM PANEL 3720536500L DATED 6/19/2020.
5. WETLANDS DELINEATED BY CZR ENVIRONMENTAL CONSULTANTS ON 9/12/2023. WETLAND AREA=0.66± ACRES.
6. NO GEODETIC MONUMENT WITHIN 2,000 FEET OF SUBJECT PROPERTY.
7. THIS SURVEY IS OF AN EXISTING PARCEL OF LAND. THIS MAP IS NOT FOR RECORDATION.

REFERENCES:

- MAP BOOK 80 PAGE 115
- MAP BOOK 79 PAGE 98
- MAP BOOK 27 PAGE 9
- MAP BOOK 15 PAGE 1
- MAP BOOK 48 PAGE 19
- MAP BOOK 27 PAGE 175



| REVISIONS | | | |
|-----------|-----|------|-------------|
| BY | NO. | DATE | DESCRIPTION |
| | | | |
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BOUNDARY & TOPOGRAPHIC SURVEY FOR:
PT 2ND & 3RD TR OLAI UNDERSETH
 SWANSBORO LOOP ROAD
 TAX PARCEL: 536518217675 D.B. 5511 PG. 585
 SWANSBORO, ONSLOW COUNTY, NORTH CAROLINA

| | |
|---|------------------|
| OWNER: SAND DOLLAR HOMES, LLC | SURVEYED: BB/AC |
| ADDRESS: 1705 IVORY GULL DRIVE MOREHEAD CITY, NC 28557 | DRAWN: CBL |
| PHONE: 910-320-2587 | APPROVED: JTM |
| STROUD ENGINEERING, P.A. 422 HIGHWAY 24 MOREHEAD CITY, NC 28557 (252) 247-7479 | DATE: 08/23/2022 |
| LICENSE NO. C-0647 | SCALE: 1"=100' |
| | SHEET 1 OF 1 |



4709 COLLEGE ACRES DRIVE
SUITE 2
WILMINGTON, NC 28403

TEL (910) 392-9253
FAX (910) 392-9139
czrwilm@czr-inc.com

27 September 2023

Mr. Ty Crowder
Sand Dollar Homes, LLC
1705 Ivory Gull Drive
Morehead City, NC 28557

Re: Reconnaissance and delineation of potential Section 404/401 wetland jurisdictional areas on a 27.29-acre parcel (PIN# 536518217675) near Swansboro in Onslow County, NC.

Dear Mr. Crowder

Thank you for contacting CZR Incorporated (CZR) in regard to the above referenced project. At your request CZR has completed an evaluation of wetlands and Waters of the United States (WOTUS) for an approximate 27.29-acre parcel (PIN# 536518217675) located at the intersection of Swansboro Loop Road and Rooster Run Road near Swansboro, Onslow County, NC. Fieldwork was conducted on 12 September 2023.

Background Research

Prior to field efforts online available resources were reviewed for the project area including:

- U.S. Geological Survey (USGS) 7.5 minute topographic quadrangle of Hubert, NC.
- Natural Resource Conservation Service (NRCS) published Soil Surveys of Onslow County, NC.
- Aerial photography.

Topography

The project area is generally flat. Elevations range from a low of 30 feet above mean sea level (MSL) to a high of approximately 32 feet above MSL based on a review of the USGS topographic map (Figure 1).

Soils

The NRCS Soil Survey for Onslow County depicts two mapped soil units, Onslow loamy fine sand and Rains fine sandy loam (0-2% slopes) (Figure 2). Onslow loamy fine sand is a non-hydric soil mapping unit that may contain inclusions of hydric soils. Rains fine sandy loam (0-2% slopes) is a hydric soil mapping unit.

Wetlands and Surface Waters

The project area was reviewed for the presence/absence of wetland areas in accordance with the *1987 Corps of Engineers Wetlands Delineation Manual and the Regional Supplement (Atlantic and Gulf Coast – November 2010)* and the 2023 Revised Definition of “Waters of the United States” Final Rule (September 8, 2023).

Results of Field Visit

No Section 404 jurisdictional wetlands were identified in the study area; however, three potential isolated wetlands were identified in the study. These features are surrounded by uplands with no direct connection to surface waters and appear to be isolated wetlands. Although these features are not under federal jurisdiction, they may be considered wetlands under the State’s 401 wetland jurisdiction administered by the N.C. Division of Water Resources (NCDWR). These areas were delineated in the field with sequentially numbered pink flagging (Figure 3 and Table 1).

Table 1. Summary of Results

| Feature ID. | Cowardin Classification | NCWAM Classification | Regulatory Authority | Approximate Area (acres) |
|-----------------|-------------------------|----------------------------|----------------------|--------------------------|
| WA | PFO | Basin Wetland | NCDWR | 0.42 |
| WB ¹ | PFO ¹ | Basin Wetland ¹ | NCDWR ¹ | 0.03 |
| WC ¹ | PFO ¹ | Basin Wetland ¹ | NCDWR ¹ | 0.21 |

¹ Features WB and WC lack sufficient indicators of wetland hydrology and therefore may not be classified as wetlands subject to state or federal wetland regulations.

One wetland area (WA) has evidence of wetland hydrology, hydrophytic vegetation, and hydric soils (3 parameters needed to be considered a wetland) but is surrounded by uplands with no direct connection to surface waters. Hydrologic indicators were limited to geomorphic position and vegetation that passes the FAC-Neutral Test. Soils in this area are hydric (Munsell color 2.5Y 2.5/1) along with hydrophytic vegetation including sweet bay (*Magnolia virginiana*), little-leaf titi (*Cyrilla racemiflora*), and greater bladder sedge (*Carex intumescens*).

Two additional areas (WB and WC) have evidence of hydrophytic vegetation and hydric soils but lacked evidence of wetland hydrology (only one secondary indicator of wetland hydrology was observed) and are surrounded by uplands with no direct connection to surface waters. Hydrologic indicators were limited to vegetation that passes the FAC-Neutral Test. Soils in this area are hydric (Munsell color 2.5Y 2.5/1) along with hydrophytic vegetation including red maple (*Acer rubrum*) and little-leaf titi.

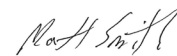
Recommendations

The results of the delineation should be considered preliminary until reviewed and approved by the U.S. Army Corps of Engineers (USACE) and NCDWR. No Section 404 jurisdictional wetlands were identified in the study area and isolated depressional wetlands (potential 401 jurisdiction) were identified in the study area. Isolated wetlands are not regulated by the U.S. Army Corps of Engineers (USACE) however, isolated wetlands are regulated by NCDWR and a permit may be required from NCDWR for any potential impacts to isolated wetlands. Depending on your plans, and if needed and/or requested; CZR can coordinate with the USACE to seek concurrence for the field delineation. We recommend your surveyor/builder document the wetland/upland boundary and evaluate options for use.

Please contact us with any questions or items you wish to discuss. We appreciate the opportunity to assist you with this project.

Sincerely,

CZR INCORPORATED



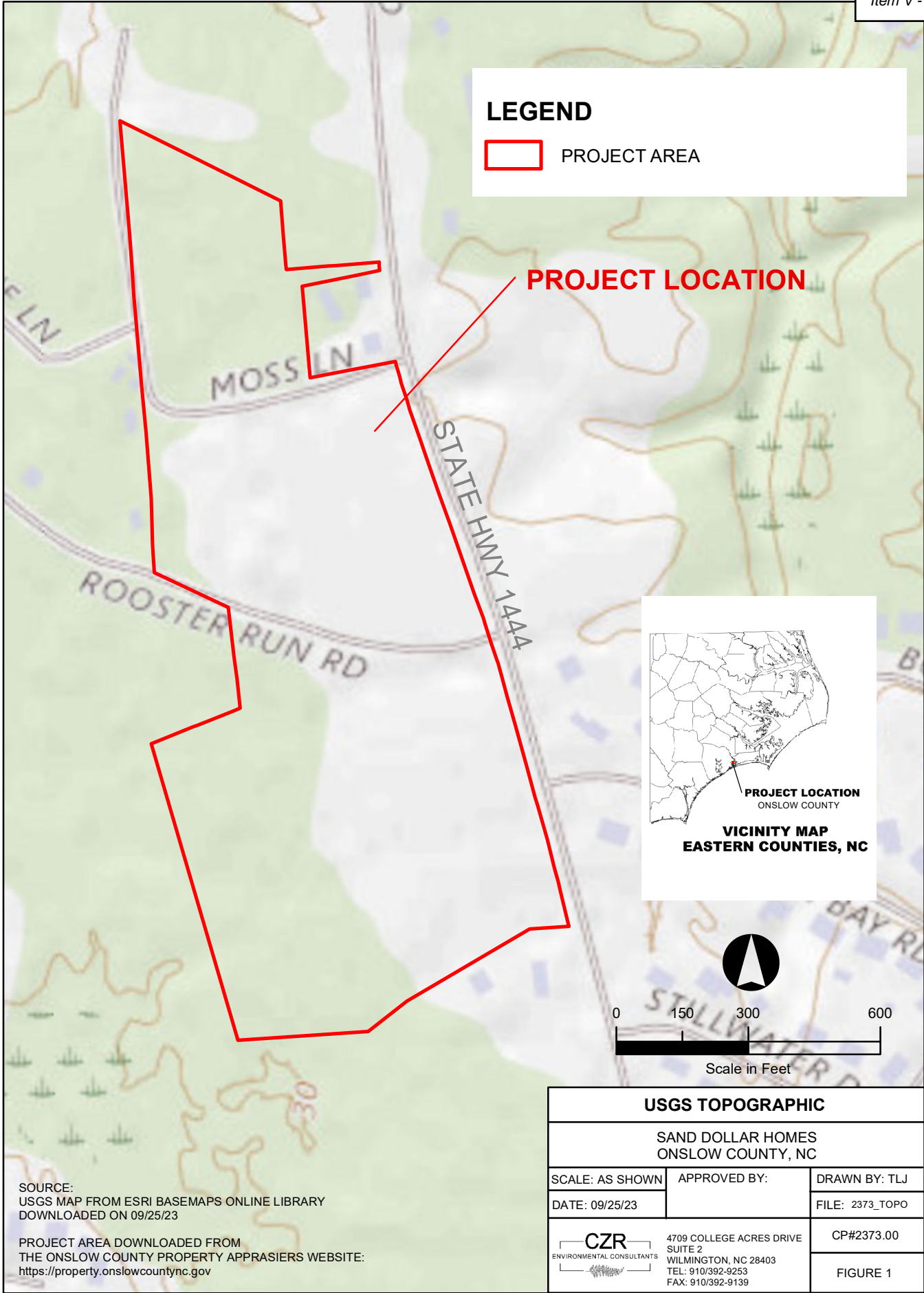
Matt Smith
 Senior Environmental Scientist
 Wilmington, NC

CP# 2373

CC: Sam Cooper, CZR Incorporated

Attachments:

- Figures (1-topo, 2-soils, 3-wetland delineation results)
- Routine onsite data forms of site conditions
- Characteristic photos of the site

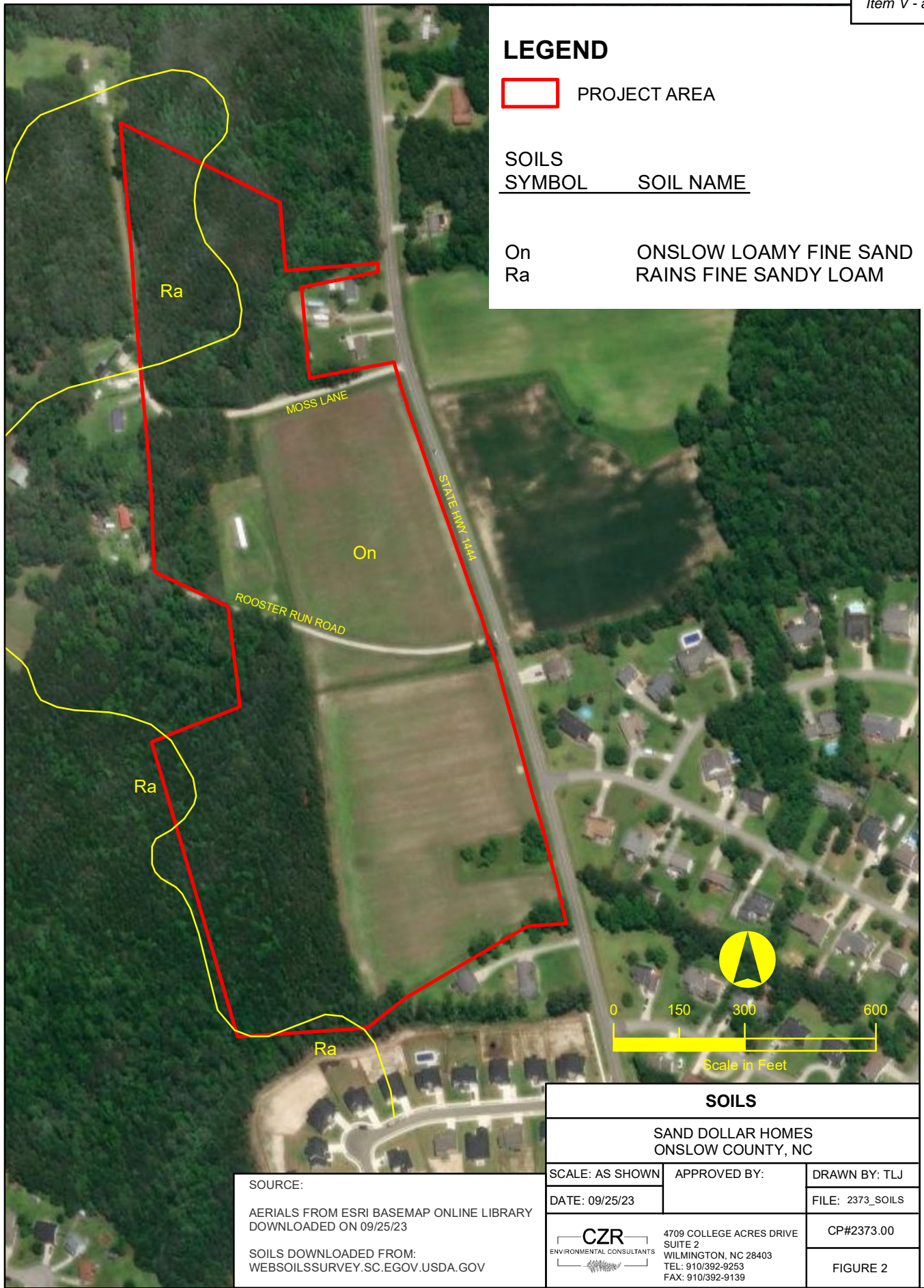


LEGEND

 PROJECT AREA

SOILS
SYMBOL SOIL NAME


On ONSLOW LOAMY FINE SAND
 Ra RAINS FINE SANDY LOAM



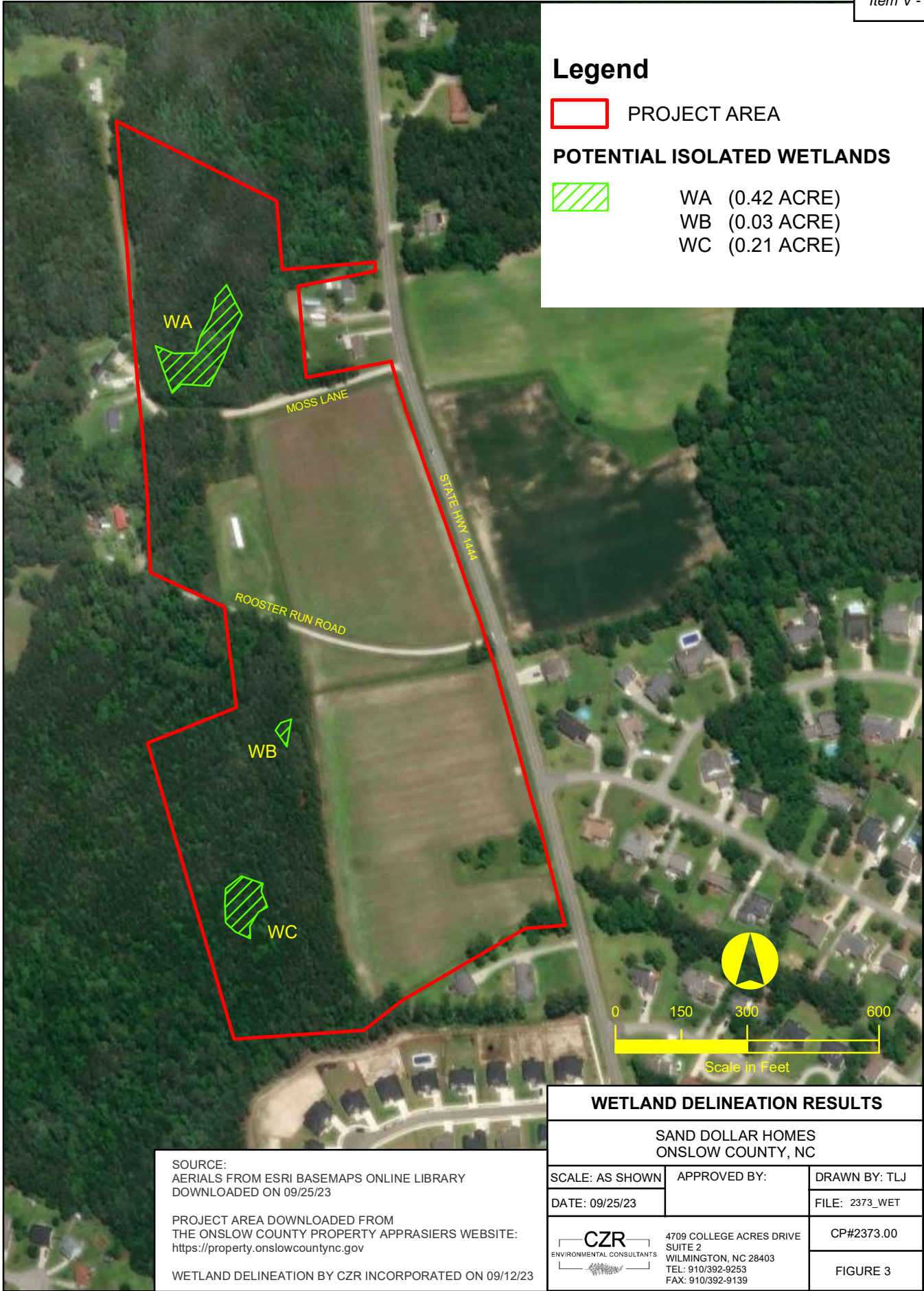
SOILS

SAND DOLLAR HOMES
 ONSLOW COUNTY, NC

| | | |
|-----------------|--------------|------------------|
| SCALE: AS SHOWN | APPROVED BY: | DRAWN BY: TLJ |
| DATE: 09/25/23 | | FILE: 2373_SOILS |

| | | |
|--|---|------------|
|  | 4709 COLLEGE ACRES DRIVE SUITE 2 WILMINGTON, NC 28403 TEL: 910/392-9253 FAX: 910/392-9139 | CP#2373.00 |
| | | FIGURE 2 |

SOURCE:
 AERIALS FROM ESRI BASEMAP ONLINE LIBRARY
 DOWNLOADED ON 09/25/23
 SOILS DOWNLOADED FROM:
 WEBSOILSSURVEY.SC.EGOV.USDA.GOV



Legend

PROJECT AREA

POTENTIAL ISOLATED WETLANDS

 WA (0.42 ACRE)
 WB (0.03 ACRE)
 WC (0.21 ACRE)

SOURCE:
 AERIALS FROM ESRI BASEMAPS ONLINE LIBRARY
 DOWNLOADED ON 09/25/23

PROJECT AREA DOWNLOADED FROM
 THE ONSLOW COUNTY PROPERTY APPRAISERS WEBSITE:
<https://property.onslowcountync.gov>

WETLAND DELINEATION BY CZR INCORPORATED ON 09/12/23

| WETLAND DELINEATION RESULTS | | |
|--|---|----------------|
| SAND DOLLAR HOMES ONSLOW COUNTY, NC | | |
| SCALE: AS SHOWN | APPROVED BY: | DRAWN BY: TLJ |
| DATE: 09/25/23 | | FILE: 2373_WET |
| | 4709 COLLEGE ACRES DRIVE SUITE 2 WILMINGTON, NC 28403 TEL: 910/392-9253 FAX: 910/392-9139 | CP#2373.00 |
| | | FIGURE 3 |

Project/Site: Sand Dollar Homes Site City/County: Onslow Sampling Date: 9/12/2023
 Applicant/Owner: Sand Dollar Homes, LLC State: NC Sampling Point: wetland
 Investigator(s): CZR MKS Section, Township, Range: NA
 Landform (hillside, terrace, etc.): depression Local relief (concave, convex, none): concave Slope (%): <1
 Subregion (LRR or MLRA): LRR T, MLRA 153A Lat: 34.703374 Long: -77.128087 Datum: WGS 84
 Soil Map Unit Name: Rains fine sandy loam NWI classification: PFO

Are climatic / hydrologic conditions on the site typical for this time of year? Yes No (If no, explain in Remarks.)
 Are Vegetation , Soil , or Hydrology significantly disturbed? Are "Normal Circumstances" present? Yes No
 Are Vegetation , Soil , or Hydrology naturally problematic? (If needed, explain any answers in Remarks.)

SUMMARY OF FINDINGS – Attach site map showing sampling point locations, transects, important features, etc.

| | | | |
|---------------------------------|---|--|---|
| Hydrophytic Vegetation Present? | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> | Is the Sampled Area within a Wetland? | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
| Hydric Soil Present? | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> | | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
| Wetland Hydrology Present? | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> | | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |

Remarks:
 According to the Antecedent Precipitation vs Normal Range based on NOAA's Daily Global Historical Climatology Network, the site conditions were normal at the time of the field work.

HYDROLOGY

| | |
|--|--|
| Wetland Hydrology Indicators: | Secondary Indicators (minimum of two required) |
| <u>Primary Indicators (minimum of one is required; check all that apply)</u> | |
| <input type="checkbox"/> Surface Water (A1) | <input type="checkbox"/> Surface Soil Cracks (B6) |
| <input type="checkbox"/> High Water Table (A2) | <input type="checkbox"/> Sparsely Vegetated Concave Surface (B8) |
| <input type="checkbox"/> Saturation (A3) | <input type="checkbox"/> Drainage Patterns (B10) |
| <input type="checkbox"/> Water Marks (B1) | <input type="checkbox"/> Moss Trim Lines (B16) |
| <input type="checkbox"/> Sediment Deposits (B2) | <input type="checkbox"/> Dry-Season Water Table (C2) |
| <input type="checkbox"/> Drift Deposits (B3) | <input type="checkbox"/> Crayfish Burrows (C8) |
| <input type="checkbox"/> Algal Mat or Crust (B4) | <input type="checkbox"/> Saturation Visible on Aerial Imagery (C9) |
| <input type="checkbox"/> Iron Deposits (B5) | <input checked="" type="checkbox"/> Geomorphic Position (D2) |
| <input type="checkbox"/> Inundation Visible on Aerial Imagery (B7) | <input type="checkbox"/> Shallow Aquitard (D3) |
| <input type="checkbox"/> Water-Stained Leaves (B9) | <input checked="" type="checkbox"/> FAC-Neutral Test (D5) |
| <input type="checkbox"/> Aquatic Fauna (B13) | <input type="checkbox"/> Sphagnum Moss (D8) (LRR T, U) |
| <input type="checkbox"/> Marl Deposits (B15) (LRR U) | |
| <input type="checkbox"/> Hydrogen Sulfide Odor (C1) | |
| <input type="checkbox"/> Oxidized Rhizospheres on Living Roots (C3) | |
| <input type="checkbox"/> Presence of Reduced Iron (C4) | |
| <input type="checkbox"/> Recent Iron Reduction in Tilled Soils (C6) | |
| <input type="checkbox"/> Thin Muck Surface (C7) | |
| <input type="checkbox"/> Other (Explain in Remarks) | |

| | |
|--|---|
| Field Observations: | |
| Surface Water Present? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Depth (inches): _____ | Wetland Hydrology Present? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
| Water Table Present? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Depth (inches): _____ | |
| Saturation Present? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Depth (inches): _____ | |
| (includes capillary fringe) | |

Describe Recorded Data (stream gauge, monitoring well, aerial photos, previous inspections), if available:

Remarks:

VEGETATION (Four Strata) – Use scientific names of plants.

Sampling Point: Wetland

| Tree Stratum (Plot size: <u>30x30 ft</u>) | Absolute % Cover | Dominant Species? | Indicator Status |
|---|------------------|-------------------|------------------|
| 1. <u><i>Pinus taeda</i></u> | <u>20</u> | <u>Yes</u> | <u>FAC</u> |
| 2. <u><i>Liquidambar styraciflua</i></u> | <u>5</u> | <u>No</u> | <u>FAC</u> |
| 3. <u><i>Magnolia virginiana</i></u> | <u>5</u> | <u>No</u> | <u>FACW</u> |
| 4. <u><i>Acer rubrum</i></u> | <u>30</u> | <u>Yes</u> | <u>FAC</u> |
| 5. <u><i>Cyrilla racemiflora</i></u> | <u>5</u> | <u>No</u> | <u>FACW</u> |
| 6. _____ | _____ | _____ | _____ |
| 7. _____ | _____ | _____ | _____ |
| 8. _____ | _____ | _____ | _____ |
| <u>65</u> =Total Cover | | | |
| 50% of total cover: <u>33</u> 20% of total cover: <u>13</u> | | | |
| Sapling/Shrub Stratum (Plot size: <u>30x30ft</u>) | | | |
| 1. <u><i>Cyrilla racemiflora</i></u> | <u>15</u> | <u>Yes</u> | <u>FACW</u> |
| 2. <u><i>Acer rubrum</i></u> | <u>10</u> | <u>Yes</u> | <u>FAC</u> |
| 3. <u><i>Liquidambar styraciflua</i></u> | <u>5</u> | <u>No</u> | <u>FAC</u> |
| 4. <u><i>Persea borbonia</i></u> | <u>10</u> | <u>Yes</u> | <u>FACW</u> |
| 5. _____ | _____ | _____ | _____ |
| 6. _____ | _____ | _____ | _____ |
| 7. _____ | _____ | _____ | _____ |
| 8. _____ | _____ | _____ | _____ |
| <u>40</u> =Total Cover | | | |
| 50% of total cover: <u>20</u> 20% of total cover: <u>8</u> | | | |
| Herb Stratum (Plot size: <u>30x30ft</u>) | | | |
| 1. <u><i>Osmunda spectabilis</i></u> | <u>2</u> | <u>No</u> | <u>OBL</u> |
| 2. <u><i>Pinus taeda</i></u> | <u>10</u> | <u>Yes</u> | <u>FAC</u> |
| 3. <u><i>Woodwardia virginica</i></u> | <u>2</u> | <u>No</u> | <u>OBL</u> |
| 4. <u><i>Carex intumescens</i></u> | <u>15</u> | <u>Yes</u> | <u>FACW</u> |
| 5. <u><i>Acer rubrum</i></u> | <u>2</u> | <u>No</u> | <u>FAC</u> |
| 6. _____ | _____ | _____ | _____ |
| 7. _____ | _____ | _____ | _____ |
| 8. _____ | _____ | _____ | _____ |
| 9. _____ | _____ | _____ | _____ |
| 10. _____ | _____ | _____ | _____ |
| 11. _____ | _____ | _____ | _____ |
| 12. _____ | _____ | _____ | _____ |
| <u>31</u> =Total Cover | | | |
| 50% of total cover: <u>16</u> 20% of total cover: <u>7</u> | | | |
| Woody Vine Stratum (Plot size: <u>30x30ft</u>) | | | |
| 1. <u><i>Smilax laurifolia</i></u> | <u>5</u> | <u>Yes</u> | <u>FACW</u> |
| 2. _____ | _____ | _____ | _____ |
| 3. _____ | _____ | _____ | _____ |
| 4. _____ | _____ | _____ | _____ |
| 5. _____ | _____ | _____ | _____ |
| <u>5</u> =Total Cover | | | |
| 50% of total cover: <u>3</u> 20% of total cover: <u>1</u> | | | |

Dominance Test worksheet:

Number of Dominant Species That Are OBL, FACW, or FAC: 8 (A)

Total Number of Dominant Species Across All Strata: 8 (B)

Percent of Dominant Species That Are OBL, FACW, or FAC: 100.0% (A/B)

Prevalence Index worksheet:

| Total % Cover of: | Multiply by: |
|--------------------------------------|------------------|
| OBL species <u>4</u> | x 1 = <u>4</u> |
| FACW species <u>55</u> | x 2 = <u>110</u> |
| FAC species <u>82</u> | x 3 = <u>246</u> |
| FACU species <u>0</u> | x 4 = <u>0</u> |
| UPL species <u>0</u> | x 5 = <u>0</u> |
| Column Totals: <u>141</u> (A) | <u>360</u> (B) |
| Prevalence Index = B/A = <u>2.55</u> | |

Hydrophytic Vegetation Indicators:

1 - Rapid Test for Hydrophytic Vegetation

2 - Dominance Test is >50%

3 - Prevalence Index is ≤3.0¹

 Problematic Hydrophytic Vegetation¹ (Explain)

¹Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic.

Definitions of Four Vegetation Strata:

Tree – Woody plants, excluding vines, 3 in. (7.6 cm) or more in diameter at breast height (DBH), regardless of height.

Sapling/Shrub – Woody plants, excluding vines, less than 3 in. DBH and greater than 3.28 ft (1 m) tall.

Herb – All herbaceous (non-woody) plants, regardless of size, and woody plants less than 3.28 ft tall.

Woody Vine – All woody vines greater than 3.28 ft in height.

Hydrophytic Vegetation Present? Yes No

Remarks: (If observed, list morphological adaptations below.)

SOIL

Sampling Point: Wetland

Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators.)

| Depth (inches) | Matrix | | Redox Features | | | | Texture | Remarks |
|-------------------|---------------|-----|----------------|----|-------------------|------------------|--------------|--------------------------------|
| | Color (moist) | % | Color (moist) | % | Type ¹ | Loc ² | | |
| 0-14 | 2.5Y 2.5/1 | 100 | | | | | Loamy/Clayey | |
| 14-20 | 10YR 5/1 | 90 | 10YR 6/8 | 10 | C | PL | Loamy/Clayey | Prominent redox concentrations |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |

¹Type: C=Concentration, D=Depletion, RM=Reduced Matrix, MS=Masked Sand Grains.

²Location: PL=Pore Lining, M=Matrix.

Hydric Soil Indicators: (Applicable to all LRRs, unless otherwise noted.)

- Histosol (A1)
- Histic Epipedon (A2)
- Black Histic (A3)
- Hydrogen Sulfide (A4)
- Stratified Layers (A5)
- Organic Bodies (A6) **(LRR P, T, U)**
- 5 cm Mucky Mineral (A7) **(LRR P, T, U)**
- Muck Presence (A8) **(LRR U)**
- 1 cm Muck (A9) **(LRR P, T)**
- Depleted Below Dark Surface (A11)
- Thick Dark Surface (A12)
- Coast Prairie Redox (A16) **(MLRA 150A)**
- Sandy Mucky Mineral (S1) **(LRR O, S)**
- Sandy Gleyed Matrix (S4)
- Sandy Redox (S5)
- Stripped Matrix (S6)
- Dark Surface (S7) **(LRR P, S, T, U)**
- Polyvalue Below Surface (S8) **(LRR S, T, U)**
- Thin Dark Surface (S9) **(LRR S, T, U)**
- Barrier Islands 1 cm Muck (S12) **(MLRA 153B, 153D)**
- Loamy Mucky Mineral (F1) **(LRR O)**
- Loamy Gleyed Matrix (F2)
- Depleted Matrix (F3)
- Redox Dark Surface (F6)
- Depleted Dark Surface (F7)
- Redox Depressions (F8)
- Marl (F10) **(LRR U)**
- Depleted Ochric (F11) **(MLRA 151)**
- Iron-Manganese Masses (F12) **(LRR O, P, T)**
- Umbric Surface (F13) **(LRR P, T, U)**
- Delta Ochric (F17) **(MLRA 151)**
- Reduced Vertic (F18) **(MLRA 150A, 150B)**
- Piedmont Floodplain Soils (F19) **(MLRA 149A)**
- Anomalous Bright Floodplain Soils (F20) **(MLRA 149A, 153C, 153D)**
- Very Shallow Dark Surface (F22) **(MLRA 138, 152A in FL, 154)**

Indicators for Problematic Hydric Soils³:

- 1 cm Muck (A9) **(LRR O)**
- 2 cm Muck (A10) **(LRR S)**
- Coast Prairie Redox (A16) **(outside MLRA 150A)**
- Reduced Vertic (F18) **(outside MLRA 150A, 150B)**
- Piedmont Floodplain Soils (F19) **(LRR P, T)**
- Anomalous Bright Floodplain Soils (F20) **(MLRA 153B)**
- Red Parent Material (F21)
- Very Shallow Dark Surface (F22) **(outside MLRA 138, 152A in FL, 154)**
- Barrier Islands Low Chroma Matrix (TS7) **(MLRA 153B, 153D)**
- Other (Explain in Remarks)

³Indicators of hydrophytic vegetation and wetland hydrology must be present, unless disturbed or problematic.

Restrictive Layer (if observed):

Type: _____

Depth (inches): _____

Hydric Soil Present? Yes No

Remarks:

Item V - a.

Project/Site: Sand Dollar Homes Site City/County: Onslow Sampling Date: 9/12/2023
 Applicant/Owner: Sand Dollar Homes, LLC State: NC Sampling Point: upland
 Investigator(s): CZR MKS Section, Township, Range: NA
 Landform (hillside, terrace, etc.): flat Local relief (concave, convex, none): none Slope (%): <1
 Subregion (LRR or MLRA): LRR T, MLRA 153A Lat: 34.703529 Long: -77.127862 Datum: WGS 84
 Soil Map Unit Name: Rains fine sandy loam NWI classification: NA

Are climatic / hydrologic conditions on the site typical for this time of year? Yes X No (If no, explain in Remarks.)
 Are Vegetation , Soil , or Hydrology significantly disturbed? Are "Normal Circumstances" present? Yes X No
 Are Vegetation , Soil , or Hydrology naturally problematic? (If needed, explain any answers in Remarks.)

SUMMARY OF FINDINGS – Attach site map showing sampling point locations, transects, important features, etc.

| | |
|---|---|
| Hydrophytic Vegetation Present? Yes <u>X</u> No <u> </u> Hydric Soil Present? Yes <u> </u> No <u>X</u> Wetland Hydrology Present? Yes <u> </u> No <u>X</u> | Is the Sampled Area within a Wetland? Yes <u> </u> No <u>X</u> |
|---|---|

Remarks:
 According to the Antecedent Precipitation vs Normal Range based on NOAA's Daily Global Historical Climatology Network, the site conditions were normal at the time of the field work.

HYDROLOGY

| | |
|---|--|
| Wetland Hydrology Indicators: <u> </u> Primary Indicators (minimum of one is required; check all that apply) <u> </u> Surface Water (A1) <u> </u> Aquatic Fauna (B13) <u> </u> High Water Table (A2) <u> </u> Marl Deposits (B15) (LRR U) <u> </u> Saturation (A3) <u> </u> Hydrogen Sulfide Odor (C1) <u> </u> Water Marks (B1) <u> </u> Oxidized Rhizospheres on Living Roots (C3) <u> </u> Sediment Deposits (B2) <u> </u> Presence of Reduced Iron (C4) <u> </u> Drift Deposits (B3) <u> </u> Recent Iron Reduction in Tilled Soils (C6) <u> </u> Algal Mat or Crust (B4) <u> </u> Thin Muck Surface (C7) <u> </u> Iron Deposits (B5) <u> </u> Other (Explain in Remarks) <u> </u> Inundation Visible on Aerial Imagery (B7) <u> </u> Water-Stained Leaves (B9) | Secondary Indicators (minimum of two required) <u> </u> Surface Soil Cracks (B6) <u> </u> Sparsely Vegetated Concave Surface (B8) <u> </u> Drainage Patterns (B10) <u> </u> Moss Trim Lines (B16) <u> </u> Dry-Season Water Table (C2) <u> </u> Crayfish Burrows (C8) <u> </u> Saturation Visible on Aerial Imagery (C9) <u> </u> Geomorphic Position (D2) <u> </u> Shallow Aquitard (D3) <u> </u> <u>X</u> FAC-Neutral Test (D5) <u> </u> Sphagnum Moss (D8) (LRR T, U) |
|---|--|

| | |
|--|---|
| Field Observations: Surface Water Present? Yes <u> </u> No <u>X</u> Depth (inches): <u> </u> Water Table Present? Yes <u> </u> No <u>X</u> Depth (inches): <u> </u> Saturation Present? Yes <u> </u> No <u>X</u> Depth (inches): <u> </u> (includes capillary fringe) | Wetland Hydrology Present? Yes <u> </u> No <u>X</u> |
|--|---|

Describe Recorded Data (stream gauge, monitoring well, aerial photos, previous inspections), if available:

Remarks:

VEGETATION (Four Strata) – Use scientific names of plants.

Sampling Point: upland

| Tree Stratum (Plot size: <u>30x30ft</u>) | Absolute % Cover | Dominant Species? | Indicator Status |
|---|------------------|-------------------|------------------|
| 1. <u>Pinus taeda</u> | <u>50</u> | <u>Yes</u> | <u>FAC</u> |
| 2. <u>Liquidambar styraciflua</u> | <u>30</u> | <u>Yes</u> | <u>FAC</u> |
| 3. <u>Acer rubrum</u> | <u>10</u> | <u>No</u> | <u>FAC</u> |
| 4. _____ | _____ | _____ | _____ |
| 5. _____ | _____ | _____ | _____ |
| 6. _____ | _____ | _____ | _____ |
| 7. _____ | _____ | _____ | _____ |
| 8. _____ | _____ | _____ | _____ |
| <u>90</u> =Total Cover | | | |
| 50% of total cover: <u>45</u> 20% of total cover: <u>18</u> | | | |
| Sapling/Shrub Stratum (Plot size: <u>30x30ft</u>) | Absolute % Cover | Dominant Species? | Indicator Status |
| 1. <u>Liquidambar styraciflua</u> | <u>30</u> | <u>Yes</u> | <u>FAC</u> |
| 2. <u>Acer rubrum</u> | <u>10</u> | <u>Yes</u> | <u>FAC</u> |
| 3. <u>Persea borbonia</u> | <u>5</u> | <u>No</u> | <u>FACW</u> |
| 4. _____ | _____ | _____ | _____ |
| 5. _____ | _____ | _____ | _____ |
| 6. _____ | _____ | _____ | _____ |
| 7. _____ | _____ | _____ | _____ |
| 8. _____ | _____ | _____ | _____ |
| <u>45</u> =Total Cover | | | |
| 50% of total cover: <u>23</u> 20% of total cover: <u>9</u> | | | |
| Herb Stratum (Plot size: <u>30x30ft</u>) | Absolute % Cover | Dominant Species? | Indicator Status |
| 1. <u>Pinus taeda</u> | <u>10</u> | <u>Yes</u> | <u>FAC</u> |
| 2. <u>Smilax rotundifolia</u> | <u>5</u> | <u>No</u> | <u>FAC</u> |
| 3. <u>Gelsemium sempervirens</u> | <u>10</u> | <u>Yes</u> | <u>FAC</u> |
| 4. <u>Liquidambar styraciflua</u> | <u>10</u> | <u>Yes</u> | <u>FAC</u> |
| 5. _____ | _____ | _____ | _____ |
| 6. _____ | _____ | _____ | _____ |
| 7. _____ | _____ | _____ | _____ |
| 8. _____ | _____ | _____ | _____ |
| 9. _____ | _____ | _____ | _____ |
| 10. _____ | _____ | _____ | _____ |
| 11. _____ | _____ | _____ | _____ |
| 12. _____ | _____ | _____ | _____ |
| <u>35</u> =Total Cover | | | |
| 50% of total cover: <u>18</u> 20% of total cover: <u>7</u> | | | |
| Woody Vine Stratum (Plot size: <u>30x30ft</u>) | Absolute % Cover | Dominant Species? | Indicator Status |
| 1. <u>Vitis rotundifolia</u> | <u>5</u> | <u>Yes</u> | <u>FAC</u> |
| 2. _____ | _____ | _____ | _____ |
| 3. _____ | _____ | _____ | _____ |
| 4. _____ | _____ | _____ | _____ |
| 5. _____ | _____ | _____ | _____ |
| <u>5</u> =Total Cover | | | |
| 50% of total cover: <u>3</u> 20% of total cover: <u>1</u> | | | |

Dominance Test worksheet:

Number of Dominant Species That Are OBL, FACW, or FAC: 8 (A)

Total Number of Dominant Species Across All Strata: 8 (B)

Percent of Dominant Species That Are OBL, FACW, or FAC: 100.0% (A/B)

Prevalence Index worksheet:

| Total % Cover of: | Multiply by: |
|--------------------------------------|------------------|
| OBL species <u>0</u> | x 1 = <u>0</u> |
| FACW species <u>5</u> | x 2 = <u>10</u> |
| FAC species <u>170</u> | x 3 = <u>510</u> |
| FACU species <u>0</u> | x 4 = <u>0</u> |
| UPL species <u>0</u> | x 5 = <u>0</u> |
| Column Totals: <u>175</u> (A) | <u>520</u> (B) |
| Prevalence Index = B/A = <u>2.97</u> | |

Hydrophytic Vegetation Indicators:

 1 - Rapid Test for Hydrophytic Vegetation

X 2 - Dominance Test is >50%

 3 - Prevalence Index is ≤3.0¹

 Problematic Hydrophytic Vegetation¹ (Explain)

¹Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic.

Definitions of Four Vegetation Strata:

Tree – Woody plants, excluding vines, 3 in. (7.6 cm) or more in diameter at breast height (DBH), regardless of height.

Sapling/Shrub – Woody plants, excluding vines, less than 3 in. DBH and greater than 3.28 ft (1 m) tall.

Herb – All herbaceous (non-woody) plants, regardless of size, and woody plants less than 3.28 ft tall.

Woody Vine – All woody vines greater than 3.28 ft in height.

Hydrophytic Vegetation Present? Yes X No

Remarks: (If observed, list morphological adaptations below.)

SOIL

Sampling Point: Upstream

Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators.)

| Depth (inches) | Matrix | | Redox Features | | | | Texture | Remarks |
|-------------------|---------------|-----|----------------|---|-------------------|------------------|--------------|---------|
| | Color (moist) | % | Color (moist) | % | Type ¹ | Loc ² | | |
| 0-12 | 10YR 3/2 | 100 | | | | | Loamy/Clayey | |
| 12-14 | 10YR 3/4 | 95 | 10YR 3/2 | 5 | | | Loamy/Clayey | |
| 14-20 | 2.5Y 5/2 | 100 | | | | | Loamy/Clayey | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |

¹Type: C=Concentration, D=Depletion, RM=Reduced Matrix, MS=Masked Sand Grains.

²Location: PL=Pore Lining, M=Matrix.

Hydric Soil Indicators: (Applicable to all LRRs, unless otherwise noted.)

- Histosol (A1)
- Histic Epipedon (A2)
- Black Histic (A3)
- Hydrogen Sulfide (A4)
- Stratified Layers (A5)
- Organic Bodies (A6) **(LRR P, T, U)**
- 5 cm Mucky Mineral (A7) **(LRR P, T, U)**
- Muck Presence (A8) **(LRR U)**
- 1 cm Muck (A9) **(LRR P, T)**
- Depleted Below Dark Surface (A11)
- Thick Dark Surface (A12)
- Coast Prairie Redox (A16) **(MLRA 150A)**
- Sandy Mucky Mineral (S1) **(LRR O, S)**
- Sandy Gleyed Matrix (S4)
- Sandy Redox (S5)
- Stripped Matrix (S6)
- Dark Surface (S7) **(LRR P, S, T, U)**
- Polyvalue Below Surface (S8)
(LRR S, T, U)

- Thin Dark Surface (S9) **(LRR S, T, U)**
- Barrier Islands 1 cm Muck (S12)
(MLRA 153B, 153D)
- Loamy Mucky Mineral (F1) **(LRR O)**
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- Depleted Matrix (F3)
- Redox Dark Surface (F6)
- Depleted Dark Surface (F7)
- Redox Depressions (F8)
- Marl (F10) **(LRR U)**
- Depleted Ochric (F11) **(MLRA 151)**
- Iron-Manganese Masses (F12) **(LRR O, P, T)**
- Umbric Surface (F13) **(LRR P, T, U)**
- Delta Ochric (F17) **(MLRA 151)**
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(MLRA 149A, 153C, 153D)
- Very Shallow Dark Surface (F22)
(MLRA 138, 152A in FL, 154)

Indicators for Problematic Hydric Soils³:

- 1 cm Muck (A9) **(LRR O)**
- 2 cm Muck (A10) **(LRR S)**
- Coast Prairie Redox (A16)
(outside MLRA 150A)
- Reduced Vertic (F18)
(outside MLRA 150A, 150B)
- Piedmont Floodplain Soils (F19) **(LRR P, T)**
- Anomalous Bright Floodplain Soils (F20)
(MLRA 153B)
- Red Parent Material (F21)
- Very Shallow Dark Surface (F22)
(outside MLRA 138, 152A in FL, 154)
- Barrier Islands Low Chroma Matrix (TS7)
(MLRA 153B, 153D)
- Other (Explain in Remarks)

³Indicators of hydrophytic vegetation and wetland hydrology must be present, unless disturbed or problematic.

Restrictive Layer (if observed):

Type: _____
Depth (inches): _____

Hydric Soil Present? Yes _____ No X

Remarks:

Site Photos



Photo 1 – View of isolated wetland feature (WA) on 12 September 2023.



Photo 2 – View of upland adjacent to isolated wetland feature (WA) on 12 September 2023.



Photo 3 – View of non-wetland feature (WB) on 12 September 2023.



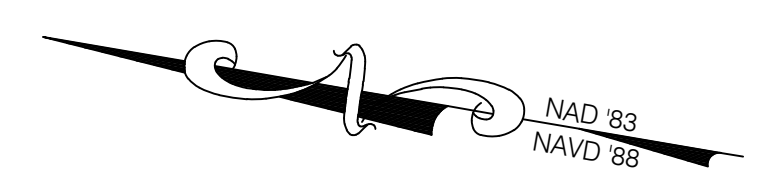
Photo 4 – View adjacent to non-wetland feature (WB) on 12 September 2023.



Photo 5 – View of non-wetland feature (WC) on 12 September 2023.



Photo 6 – View adjacent to non-wetland feature (WC) on 12 September 2023.

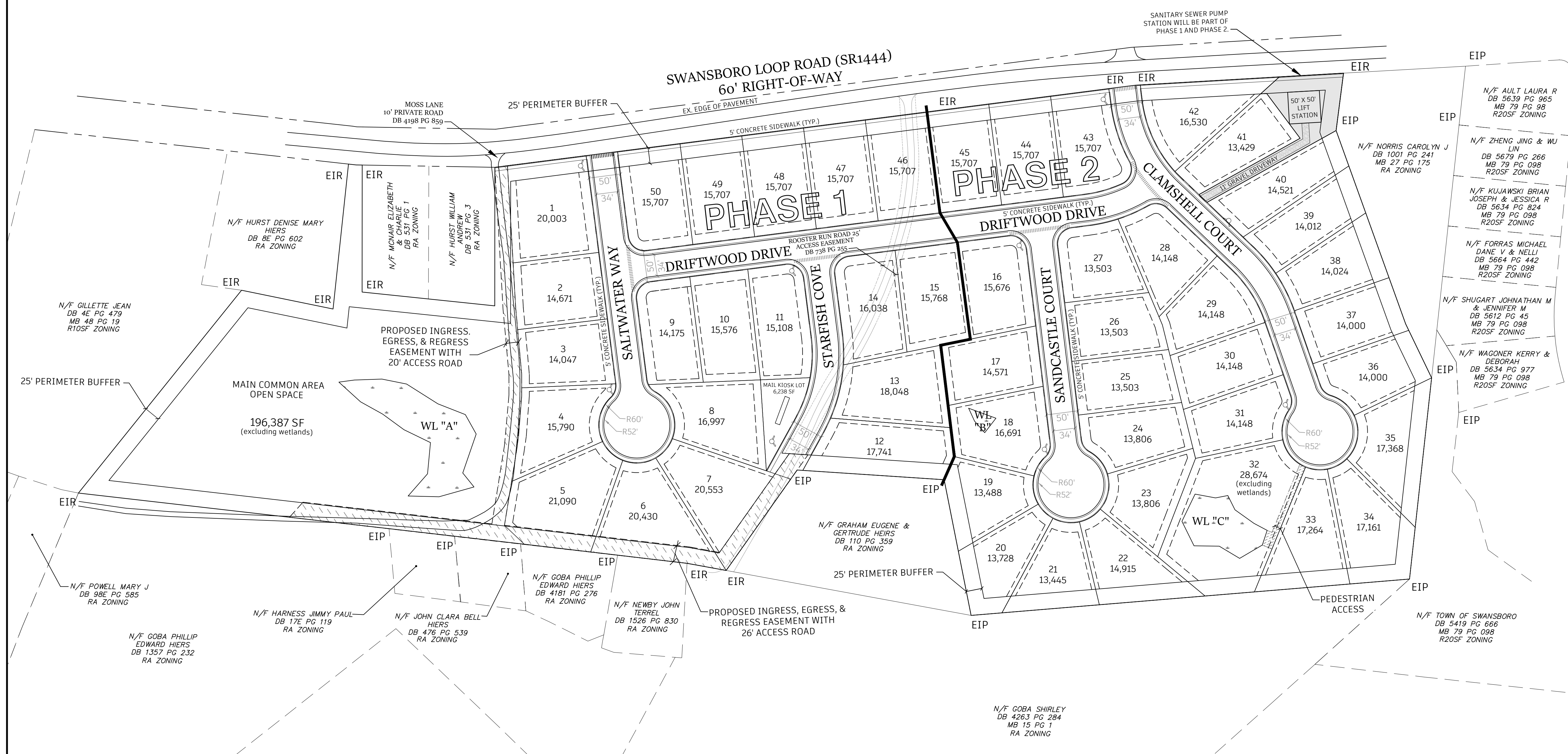


VICINITY MAP (N.T.S.)

- LEGEND**
- EIP= EX. IRON PIPE
 - EIR= EX. IRON ROD HYDRANT, PROPOSED
- BOUNDARY LINE**
- SURVEYED LINE**
- NON-SURVEYED LINE**
- RIGHT-OF-WAY LINE**
- FLOOD HAZARD LINE**
- FEMA LIMWA LINE**
- PHASE LINE**
- SETBACK LINE**

- NOTES:**
- AREA BY COORDINATE COMPUTATIONS; AREA= 1,188,623.5217± SQ. FT. OR 27.287 ACRES.
 - THE BASIS OF BEARINGS IS N.C. STATE PLANE COORDINATE SYSTEM; NAD'83. VERTICAL DATUM IS BASED ON NAVD'88. CONTOUR INTERVAL IS 1.0'.
 - SETBACKS CONFORM TO THE TOWN OF SWANSBORO CODE OF ORDINANCES. PROPOSED ZONING: R20-CZ RESIDENTIAL CLUSTER DEVELOPMENT. SETBACK: 15' FRONT, 6' SIDE, 12' REAR, AND 25' PERIPHERAL BOUNDARY.
 - THIS LOT IS LOCATED IN A "SHADED X" FLOOD ZONE AS DETERMINED BY THE NATIONAL FLOOD INSURANCE PROGRAM. FIRM PANEL 3720536500L DATED 6/19/2020.
 - WETLANDS DELINEATED BY CZR ENVIRONMENTAL CONSULTANTS ON 9-27-23. SEE WETLAND AREAS TABLE.
 - NO GEODETIC MONUMENT WITHIN 2,000 FEET OF SUBJECT PROPERTY.
 - THIS SURVEY IS OF AN EXISTING PARCEL OF LAND. THIS MAP IS NOT FOR RECORDATION.
 - TOTAL OF 50 LOTS PROPOSED: LARGEST 28,674 SF (EXCLUDING WETLANDS); SMALLEST 13,429 SF.
 - TRAFFIC CALMING DEVICES PROHIBITED UNLESS APPROVED BY TOWN OF SWANSBORO FIRE CODE OFFICIAL.
 - ON-SITE FIRE HYDRANTS ON 6" OR GREATER WATER MAINS SHALL BE PROVIDED WITHIN 400 FEET OF ALL SUBDIVISION BUILDINGS AND FACILITIES.
 - NO MASS GRADING IS PROPOSED ON THE PROPERTY.
 - ANY AREAS WITH GATES SHALL HAVE SIREN AND KNOX OPERATING CAPABILITIES.
 - STORMWATER MANAGEMENT PLAN AND DRAINAGE CONTROL MEASURES TO COMPLY WITH DESIGN CRITERIA FOR NCQEQ REVIEW AND PERMITTING.
 - ELECTRICAL LINES WILL TIE INTO EXISTING POWER NETWORK IN AREA.
 - GRAVITY SEWER COLLECTION TO SUBDIVISION PUMP STATION AND FORCE MAIN TO MANHOLE NEAR 131 TUNDRA TRAIL.
 - WATER CONNECTION TO MUNICIPAL WATER MAIN ALONG SWANSBORO LOOP ROAD AT BOTH ENTRANCES TO SUBDIVISION.
 - STREETS, SIDEWALKS, CURBING, AND GUTTERS SHALL MEET MINIMUM NCDOT AND TOWN OF SWANSBORO CODE.

| RESIDENTIAL CLUSTER OPEN SPACE AREA TABLE | | |
|---|---|--|
| LOT # | LOT SIZE (SF) | AMOUNT REDUCED FROM 20,000 SF TO BE PLACED IN OPEN SPACE |
| 1 | 20,003 | ----- |
| 2 | 14,671 | 5,329 |
| 3 | 14,047 | 5,953 |
| 4 | 15,790 | 4,210 |
| 5 | 21,090 | ----- |
| 6 | 20,430 | ----- |
| 7 | 20,553 | ----- |
| 8 | 16,997 | 3,003 |
| 9 | 14,175 | 5,825 |
| 10 | 15,576 | 4,424 |
| 11 | 15,108 | 4,892 |
| 12 | 17,741 | 2,259 |
| 13 | 18,048 | 1,952 |
| 14 | 16,336 | 3,664 |
| 15 | 15,768 | 4,232 |
| 16 | 15,676 | 4,324 |
| 17 | 14,571 | 5,429 |
| 18 | 16,691 | 3,309 |
| 19 | 13,488 | 6,512 |
| 20 | 13,728 | 6,272 |
| 21 | 13,445 | 6,555 |
| 22 | 14,915 | 5,085 |
| 23 | 13,806 | 6,194 |
| 24 | 13,806 | 6,194 |
| 25 | 13,503 | 6,497 |
| 26 | 13,503 | 6,497 |
| 27 | 13,503 | 6,497 |
| 28 | 14,148 | 5,852 |
| 29 | 14,148 | 5,852 |
| 30 | 14,148 | 5,852 |
| 31 | 14,148 | 5,852 |
| 32 | 28,674 | ----- |
| 33 | 17,264 | 2,736 |
| 34 | 17,161 | 2,839 |
| 35 | 17,368 | 2,632 |
| 36 | 14,000 | 6,000 |
| 37 | 14,000 | 6,000 |
| 38 | 14,024 | 5,976 |
| 39 | 14,012 | 5,988 |
| 40 | 14,521 | 5,479 |
| 41 | 13,429 | 6,571 |
| 42 | 16,530 | 3,470 |
| 43 | 15,707 | 4,293 |
| 44 | 15,707 | 4,293 |
| 45 | 15,707 | 4,293 |
| 46 | 15,707 | 4,293 |
| 47 | 15,707 | 4,293 |
| 48 | 15,707 | 4,293 |
| 49 | 15,707 | 4,293 |
| 50 | 15,707 | 4,293 |
| TOTAL | 220,849 | 220,849 |
| | (220,849 SF) / (43,560 SF/AC) = 5.07 AC | |
| MINIMUM OPEN SPACE | 5.07 AC OR 15% OF GROSS ACREAGE, WHICHEVER IS GREATER | |
| 15% OF GROSS AVERAGE | 15% X 27.29 AC = 4.09 AC | |
| OPEN SPACE PROVIDED | MAIN COMMON AREA = 196,387 SF (4.51 AC) WETLANDS (A) = 16,393 SF (0.38 AC) WETLANDS (C) = 8,235 SF (0.19 AC) MAIL KIOSK LOT = 6,238 SF (0.14 AC) TOTAL OPEN SPACE = 227,253 SF (5.22 AC) | |



WETLAND AREA TABLE

| WETLAND | AREA (SF) |
|---------|-----------|
| "A" | 16,393 |
| "B" | 708 |
| "C" | 8,235 |

- REFERENCES:**
- MAP BOOK 80 PAGE 115
 - MAP BOOK 79 PAGE 98
 - MAP BOOK 27 PAGE 9
 - MAP BOOK 15 PAGE 1
 - MAP BOOK 48 PAGE 19
 - MAP BOOK 27 PAGE 175

REVISIONS

| BY | NO. | DATE | DESCRIPTION |
|----|-----|------|-------------|
| | | | |
| | | | |
| | | | |
| | | | |

SKETCH PLAN

SAND DOLLAR HOMES SUBDIVISION

SWANSBORO LOOP ROAD

TAX PARCEL: 536518217675 D.B. 5511 PG. 585

SWANSBORO ONSLOW COUNTY NORTH CAROLINA

OWNER: SAND DOLLAR HOMES, LLC

ADDRESS: 1705 IVORY GULL DRIVE MOREHEAD CITY, NC 28557

PHONE: 910-320-2587

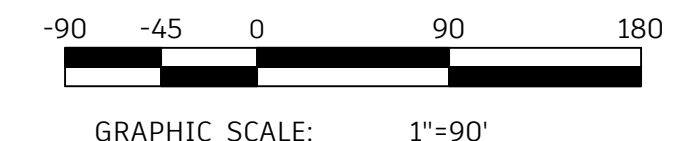
DESIGNED: LES DATE: 12-12-23

DRAWN: T.L.J. SCALE: 1"=90'

APPROVED: LES SHEET 1 OF 1

STROUD ENGINEERING, P.A.
422 HIGHWAY 24
MOREHEAD CITY, NC 28557
(252) 247-7479 LICENSE NO.C-0647

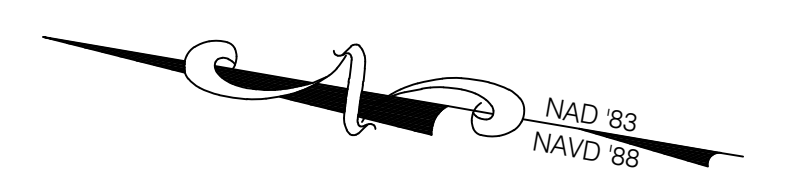
TOTAL PROJECT AREA = 27.3 AC



PRELIMINARY DRAWING
DO NOT USE FOR CONSTRUCTION

PROJECT NO.: PM3106-001
DRAWING NO.: SKETCH

LINWOOD E. STROUD, P.E.

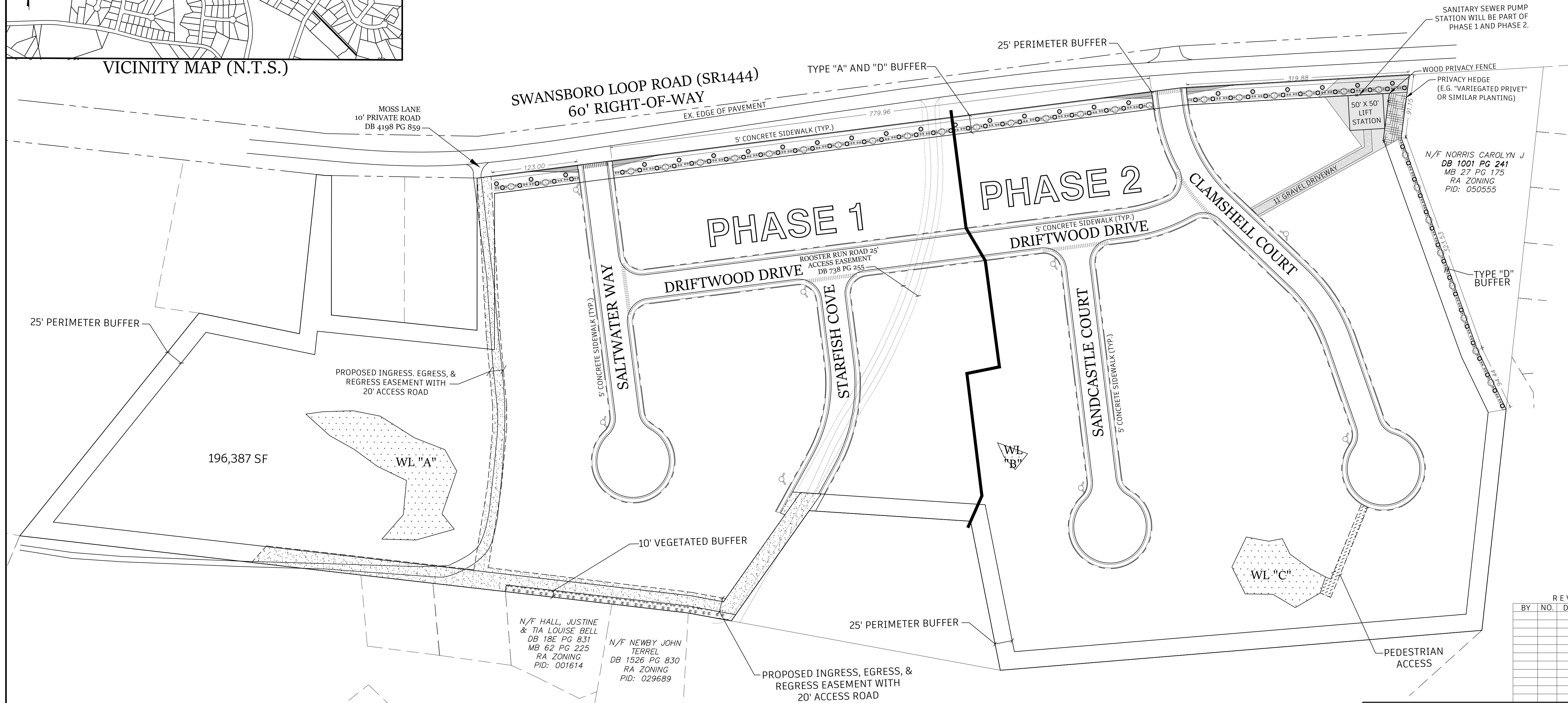


VICINITY MAP (N.T.S.)

- LEGEND
- CANOPY TREE
 - UNDERSTORY TREE
 - SHRUB

NOTES:

1. BUFFER TYPE "A" AND "D" REQUIRED ALONG SWANSBORO LOOP ROAD.
2. BUFFER TYPE "D" REQUIRED ALONG ADJOINING PROPERTY LINE WITH PID# 050555.
3. A 10' VEGETATED BUFFER SHALL BE PROVIDED ALONG A PORTION OF THE 20' ACCESS EASEMENT ADJOINING PARCEL #'S 001614 AND 029689.
4. EXISTING VEGETATION LOCATED IN THE 25' PERIMETER BUFFER IS TO REMAIN.



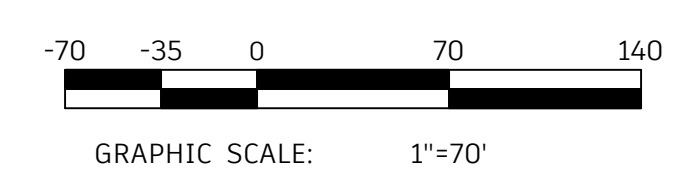
196,387 SF

WL "A"

WL "B"

WL "C"

TOTAL PROJECT AREA = 27.3 AC



PRELIMINARY DRAWING
DO NOT USE FOR CONSTRUCTION

LINWOOD E. STROUD, P.E.

| REVISIONS | | | |
|-----------|-----|------|-------------|
| BY | NO. | DATE | DESCRIPTION |
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LANDSCAPING/BUFFERING PLAN
SAND DOLLAR HOMES SUBDIVISION
 SWANSBORO LOOP ROAD
 TAX PARCEL: 536518217675 D.B. 5511 PG. 585
 SWANSBORO ONSLOW COUNTY NORTH CAROLINA

OWNER: SAND DOLLAR HOMES, LLC
 ADDRESS: 1705 IVORY GULL DRIVE
 MOREHEAD CITY, NC 28557
 PHONE: 910-320-2587

DESIGNED: LES DATE: 01-29-24
 DRAWN: TLD SCALE: 1"=70'
 APPROVED: LES SHEET 1 OF 1

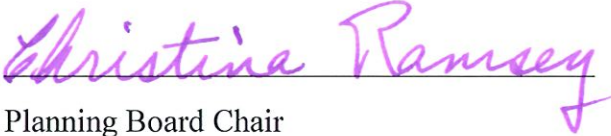
STROUD ENGINEERING, P.A.
 422 HIGHWAY 24
 MOREHEAD CITY, NC 28557
 (252) 247-7479 LICENSE NO. C-06947

PROJECT NO.: PM3106-001
DRAWING NO.: SKETCH

TOWN OF SWANSBORO PLANNING AND ZONING BOARD
STATEMENT OF CONSISTENCY

On March 5, 2024, the Planning Board heard the requested conditional rezoning map amendment and recommended approval of the requested rezoning map amendment to the Board of Commissioners.

The Town's Planning Board finds that the requested conditional rezoning map amendment is consistent with the Comprehensive Plan including 2019 Cama Land Use Plan Update amended August 23, 2023, and considers the action taken to be reasonable and in keeping with the Town's adopted plan.



Planning Board Chair



Town Planner



STROUD ENGINEERING, P. A.

CONSULTING ENGINEERS
422 HIGHWAY 24
MOREHEAD CITY, NORTH CAROLINA 28557
WWW.STROUDENGINEER.COM
LICENSE NO. C-0647

MARCH 8, 2024

TO: TY CROWDER, SAND DOLLAR HOMES, LLC
FROM: TONYA JACKS, STROUD ENGINEERING, P.A.
RE: REZONING & SKETCH PLAN DESIGN FOR SAND DOLLAR SUBDIVISION

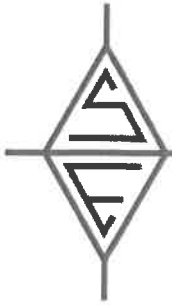
The Town of Swansboro Planning Board met on March 5, 2024 and recommended approval to the Swansboro Board of Commissioners for the above-referenced Rezoning and Sketch Plan with the following conditions:

1. A Traffic Impact Analysis meeting the Town’s requirements must be completed and approved prior to the preliminary plat (construction drawings) and before the development is heard at the Planning Board.
2. Required stormwater for Phase I and II must be located within the development not impacting the wetlands to assure stormwater is not routed to Swansboro Loop Road.
3. The twenty-five-foot required exterior buffer where there is a natural screen that cannot be seen through the vegetation will remain. Where there is an open field or no vegetation the area will be planted to screen the adjoining neighbors using the type A buffer standard.
4. An additional ten-foot-wide buffer will be required between the proposed 20-foot-wide fire road on the west side of the development adjacent to tax parcels 056584 and 002598. If there is natural screening that cannot be seen through the vegetation will remain, otherwise the type A buffer standard will be used.
5. Construct a 4-foot wooden privacy fence with gates surrounding the lift station with hardy fast-growing shrubs outside the fence to form a hedge meeting ONWASA requirements.
6. Any claim of a 3rd party regarding the applicant’s title to the subject property, or the effect of such a claim, if any, on the requested rezoning, is a civil matter between private parties. This would include title conflicts between any existing easements and proposed public streets. The Planning Board’s recommendation of approval has no bearing on claims of title to the property, such being outside the authority and jurisdiction of the Planning Board. The Board’s recommendation should not be construed as having any effect on title to the property, claims against the property, or the validity of any such claims.

Please sign and date this document below if you agree to all the terms and conditions spelled out in this document.


Name

3.12.2024
Date



STROUD ENGINEERING, P. A.

CONSULTING ENGINEERS
422 HIGHWAY 24
MOREHEAD CITY, NORTH CAROLINA 28557
WWW.STROUDENGINEER.COM
LICENSE NO. C-0647

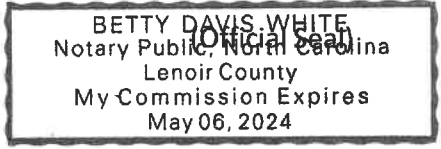
NOTARIAL CERTIFICATE FOR ACKNOWLEDGMENT

Lenoir County, North Carolina

I certify that the following person(s) personally appeared before me this day, each acknowledging to me that he or she signed the foregoing document:

Ty Crowder
Name(s) of principal(s)

Date: 3-12-24



Betty Davis White
Official Signature of Notary

Betty Davis White, Notary Public
Notary's printed or typed name

My commission expires: May 6, 2024

Ordinance 2024-05

WHEREAS North Carolina General Statute 160D-701 requires that zoning regulations shall be made in accordance with a Comprehensive Plan; and

WHEREAS NCGS 160D-604 also states that when adopting or rejecting any zoning amendment, the governing board shall approve a statement describing whether its action is consistent with an adopted Comprehensive Plan and any other officially adopted plan that is applicable, and briefly explain why the board considers the action taken to be reasonable and in the public interest; and

WHEREAS the Board of Commissioners finds that the proposed conditional re-zoning of PARID Number: 019324 located off of Swansboro Loop Road, is reasonable and in the public interest because the conversion of approximately 27.287+/- acres from RA (Residential Agricultural) zoning designation to R20SF (Single Family Conditional Rezoning) zoning designation is consistent with the Comprehensive Plan, specifically the 2019 Land Use Plan Update amended August 28, 2023, and the property is identified as appropriate for residential land use.

NOW BE IT ORDAINED by the Town of Swansboro Board of Commissioners that the Town Zoning Map be amended by converting PARID Numbers 019324 from RA (Residential Agricultural) to R20SF (Residential) zoning designation with the following conditions including the subdivision drawings:

1. A Traffic Impact Analysis meeting the Town’s requirements must be completed and approved prior to the preliminary plat (construction drawings) and before the development is heard at the Planning Board.
2. Required stormwater for Phase I and II must be located within the development not impacting the wetlands to assure stormwater is not routed to Swansboro Loop Road.
3. The twenty-five-foot required exterior buffer where there is a natural screen that cannot be seen through the vegetation will remain. Where there is an open field or no vegetation the area will be planted to screen the adjoining neighbors using the type A buffer standard.
4. An additional ten-foot-wide buffer will be required between the proposed 20-foot-wide fire road on the west side of the development adjacent to tax parcels 056584 and 002598. If there is natural screening that cannot be seen through the vegetation will remain, otherwise the type A buffer standard will be used.
5. Construct a 4-foot wooden privacy fence with gates surrounding the lift station with hardy fast-growing shrubs outside the fence to form a hedge meeting ONWASA requirements.
6. Any claim of a 3rd party regarding the applicant’s title to the subject property, or the effect of such a claim, if any, on the requested rezoning, is a civil matter between private parties. This would include title conflicts between any existing easements and proposed public streets. The Planning Board’s recommendation of approval has no bearing on claims of title to the property, such being outside the authority and jurisdiction of the Planning Board. The Board’s recommendation should not be construed as having any effect on title to the property, claims against the property, or the validity of any such claims.

This Ordinance shall be effective upon adoption.

Adopted by the Board of Commissioners in regular session, March 26, 2024.

Attest:

Alissa Fender, Town Clerk

John Davis, Mayor



Board of Commissioners Meeting Agenda Item Submittal

Item To Be Considered: **EOC/PSB Site Selection Committee Land Solicitation Packet and Ad**

Board Meeting Date: **March 26, 2024**

Prepared By: **Alissa Fender – Town Clerk**

Overview: The EOC/PSB Site Selection Committee has developed a Land Solicitation Packet and a corresponding newspaper ad to aid in the search for available land suitable for the EOC Public Safety Building.

Background: At the committees February 28, 2024, special meeting, parameters were established for creating a Land Solicitation Packet. A draft packet was created and reviewed by the committee at its March 4, and March 18, 2024, meetings. Based on committee recommendations, and feedback from the attorney, a final draft of the packet has been provided for review and approval by the Board of Commissioners. A tentative deadline of May 15, 2024, has been established.

The corresponding newspaper ad below can be placed in the Tideland News and ran weekly starting on April 3rd and going through May 8th (6 weeks). The size would be 5 inches wide x 3 1/2 inches tall and would be \$115.10 each time it runs for a total of \$690.60.

LAND WANTED FOR EMERGENCY OPERATIONS CENTER/PUBLIC SAFETY BUILDING



The Town of Swansboro is actively seeking to acquire land to develop a state-of-the-art Emergency Operations Center (EOC) / Public Safety Building for the vital purpose of enhancing our community's safety and emergency response capabilities. We invite landowners interested in selling their property to consider completing the town's Land Solicitation Package that is available at Town Hall or online at www.swansboro-nc.org. The minimum requirements are at least 3 acres of land preferably within or near the Town of Swansboro. Deadline for Submission: All proposals must be submitted by [Insert Deadline Date Here], 2024. Further details and/or inquiries can be made by calling Swansboro Town Hall at (910)326-4428.

Background Attachment(s): Land Solicitation Packet

Recommended Action:

1. Discuss/Determine a deadline for packet submission.
2. Authorize the EOC/PSB Site Selection Committee and staff to proceed with publishing the packet and newspaper ad.

Action: _____

The Town of Swansboro
Emergency Operations Center/Public Safety Building
Property Acquisition Solicitation

Purpose

The Town of Swansboro, hereafter “the Town,” wishes to acquire property to construct its new Emergency Operations Center (EOC)/Public Safety Building (PSB), hereafter “the EOC/PSB.”

Property Parameters

The property should be a minimum of three (3) acres in size and within the following defined boundaries. A map outlining the specified area has been included in the supplemental information package (see page 3).

- **WEST** of the Carteret County Line – Characterized by the White Oak River
- **EAST** of Tulip Lane located off Highway 24/Freedom Way
- **SOUTH** of Swansboro Loop Rd
- **NORTH** of the Atlantic Intercoastal Waterway – Characterized by Queens Creek

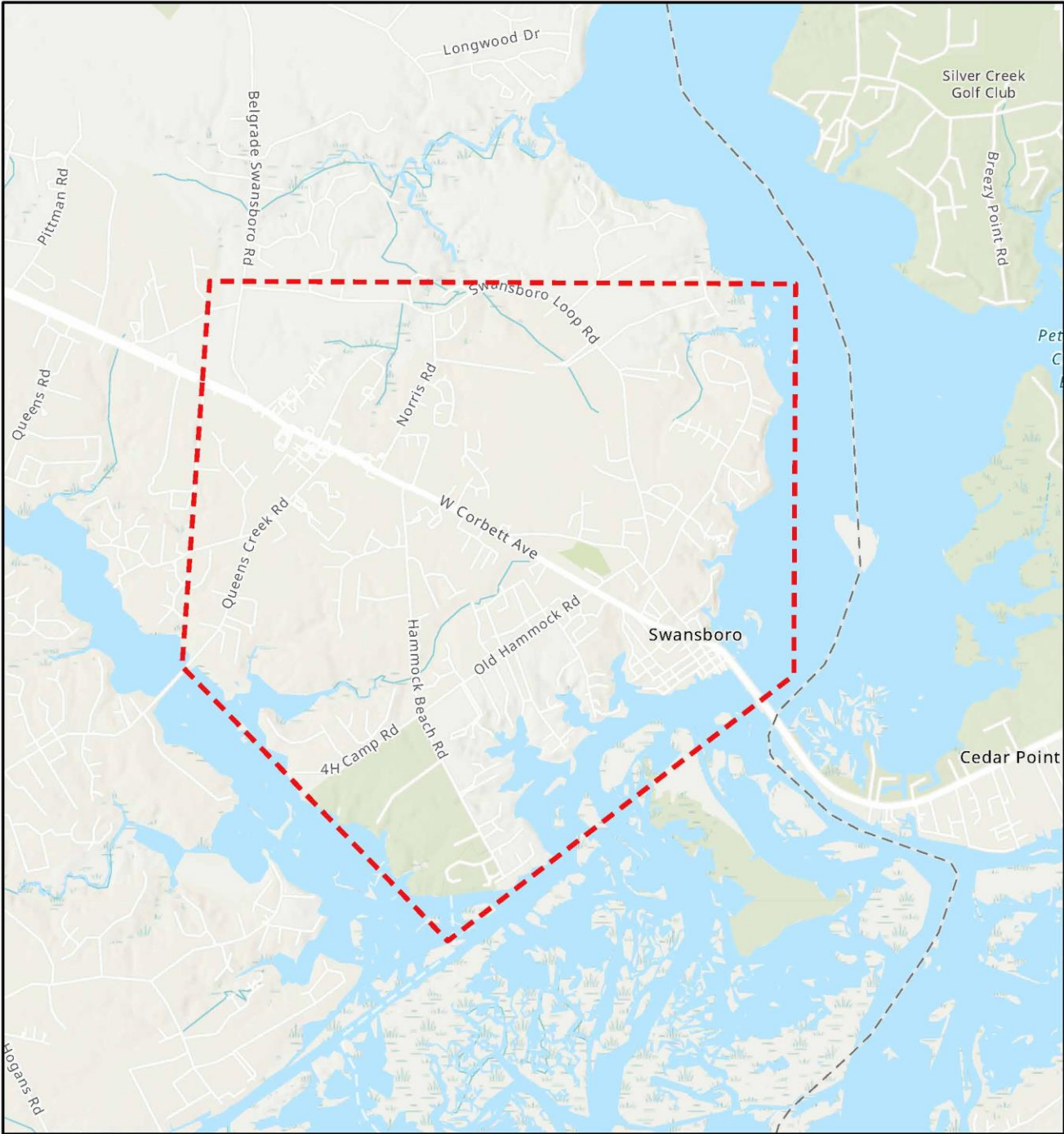
If you wish to offer your property to the Town for purchase, please complete the enclosed solicitation information package. Please submit the completed package in a sealed envelope and return in person or by mail to:

Town of Swansboro
Attn: Town Manager – EOC/PSB
601 W. Corbett Avenue
Swansboro, NC 28584

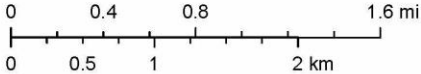
Should you have any questions or require further information, please contact Alissa Fender, Town Clerk at (910)326-4428 or afender@ci.swansboro.nc.us.

Swansboro EOC/PSB Property Boundaries

Item VI - a.



1:57,829



Esri, NASA, NGA, USGS, FEMA, State of North Carolina DOT, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, USDA, USFWS

Deadline for submission: **Wednesday, May 15, 2024**

Page 3 of 5

Solicitation Information Package

Property owner(s): _____

Physical property address(s): _____

Parcel(s) ID number(s): _____

Brief property description: _____

Asking price for the property: \$ _____

Point of Contact

Name: _____

Address: _____

City State and Zip: _____

Phone #(s): _____

- 1. Do you have a copy of the Deed?
 - Yes – (Attach Copy)
 - No

- 2. Any known title/property/easement issues?
 - No
 - Yes – (Attach Supporting Documentation)

Deadline for submission: **Wednesday, May 15, 2024**

Page 4 of 5

3. Is the property currently listed?

- No
- Yes (By Realtor – List Below)

4. Number of total acres offered: _____

Is the property offered a portion of, that is, less than, the entire parcel?

- No, Full Parcel
- Yes – _____ Acres of the Total Above Acreage

5. Any other adjacent acreage owned by you available for potential/future acquisition?

- No
- Yes – Acreage: _____

6. Does the property include any Wetlands?

- Yes
- No
- Unknown

7. Is a recent survey available?

- No
- Yes (Please provide copies)

8. Has any engineered testing or an Environmental Site Assessment been completed on the property?

- No
- Yes (Please provide copies)

9. Please list any known previous uses: _____



Board of Commissioners Meeting Agenda Item Submittal

Item To Be Considered: **Budget Ordinance Amendment #2024-8**

Board Meeting Date: **March 26, 2024**

Prepared By: **Sonia Johnson – Finance Director**

Overview: A Budget Ordinance Amendment is requested for multiple departments.

Fire Department: Additional funding is needed to complete the current FY 23/24 due to uncontrollable emergent apparatus repairs of \$7,025, building repairs \$1,435, increased volunteer/part-time personnel involvement/longevity/FICA \$26,500, and accepted/approved funding for FY 2022 AFG grant (Resolution 2023-R6) \$3,551. Requesting \$14,911 to be appropriate from fund balance for its intended purpose.

Source of Funds: Appropriated Fund Balance \$14,911, Onslow County EMS Lease Payments \$21,600, Fire Grants \$2,000

ARP Fund: On February 27, 2024, the Board of Commissioners approved to appropriate \$15,000 from fund balance to purchase shade structures for the Splash Pad Enhancement Project at Municipal Park.

Source of Funds: Appropriated Fund Balance

Background Attachment(s): Budget Ordinance Amendment #2024-8

Recommended Action: Motion to approve Budget Ordinance Amendment #2024-8

Action: _____

BUDGET ORDINANCE AMENDMENT #2024-8

BE IT ORDAINED by the Board of Commissioners of the Town of Swansboro that the following amendment be made to the annual budget ordinance for fiscal year ending June 30, 2024:

Section 1. To amend the General Fund budget, the following changes are to be made:

| <u>Appropriations</u> | <u>Increase</u> |
|--------------------------------------|-----------------|
| Non-Departmental-ARP Fund-Splash Pad | \$15,000 |
| Fire Department | \$37,076 |
| Public Buildings | \$1,435 |

| <u>Revenues</u> | <u>Increase</u> |
|---------------------------|-----------------|
| Lease/Rent | \$21,600 |
| Grants-Fire | \$2,000 |
| Appropriated Fund Balance | \$29,911 |

Section 2. Copies of this budget amendment shall be furnished to the Town Clerk, the Budget Officer, and the Finance Director, to carry out their duties.

Adopted by the Board of Commissioners in regular session, March 26, 2024.

John Davis, Mayor

Attest:

Alissa Fender, Town Clerk



Board of Commissioners Meeting Agenda Item Submittal

Item To Be Considered: **Ordinance Amendment #3 to the Grant Project Ordinance Budget for the American Rescue Plan Act of 2021:Coronavirus State and Local Fiscal Recovery Funds**

Board Meeting Date: **March 26,2024**

Prepared By: **Sonia Johnson – Finance Director**

Overview: An Ordinance Amendment is requested to the Grant Project Ordinance Budget for the American Rescue Plan Act of 2021:Coronavirus State and Local Fiscal Recovery Funds.

ARP Fund: On February 27, 2024, the Board of Commissioners approved to appropriate \$15,000 from fund balance to purchase shade structures for the Splash Pad Enhancement Project at Municipal Park.

Source of Funds: Transfer from General Fund

Background Attachment(s): Ordinance Amendment #3 to the Grant Project Ordinance Budget for the American Rescue Plan Act of 2021:Coronavirus State and Local Fiscal Recovery Funds

Recommended Action: Motion to approve Ordinance Amendment #3 to the Grant Project Ordinance Budget for the American Rescue Plan Act of 2021:Coronavirus State and Local Fiscal Recovery Funds.

Action: _____

Ordinance Amendment #3 to the Grant Project Ordinance Budget for the American Rescue Plan Act of 2021: Coronavirus State and Local Fiscal Recovery Funds

BE IT ORDAINED by the town council of the Town of Swansboro that the grant project budget for the American Rescue Plan Act of 2021 is amended as follows:

Section 1: The following Revenues and appropriations are amended for additional expenditures.

| | Current Budget | Change | Revised Budget |
|-------------|-----------------------|-----------------|-----------------------|
| CSLRF Funds | \$1,087,599.25 | \$15,000 | \$1,102,599.25 |

Appropriations

| | | | |
|---------------|-----------------------|-----------------|-----------------------|
| CSLRF Project | \$1,087,599.25 | \$15,000 | \$1,102,599.25 |
|---------------|-----------------------|-----------------|-----------------------|

Section 2: The Town has elected to take the standard allowance, as authorized by 31 CFR Part 35.6(d)(1), and expend all its ARP/CSLFRF funds for the provision of government services.

Section 3: The following amounts are appropriate for the project and authorized for expenditure:

| Internal Project Code | Project Description | Expenditure Category (EC) | Cost Object | Appropriation of ARP/CSLFRF Funds |
|------------------------------|--|----------------------------------|----------------------------------|--|
| 001 | Premium Pay for period of July 1, 2021 through February 28, 2022 | 4.1 | Salaries | \$45,375.00 |
| | | | Benefits | \$ 8,951.92 |
| 002 | Revenue Replacement funds are allocated to general services provided by our jurisdiction, included but not limited to maintenance & repairs to Town facilities, firefighter equipment, Parks & Recreation equipment/improvements to parks, Police vehicles, Public Works equipment/vehicle, and equipment that provides quicker restoration in an emergency situation. | 6.1 | Provision of Government Services | \$1,016,192.76 |
| 003 | Unassigned | | | \$10,204.57 |
| 004 | Transfer from Capital Reserve | 6.1 | Provision of Government Services | \$21,875 |
| | TOTAL | | | \$1,102,599.25 |

Section 4: The following revenues are anticipated to be available to complete the project:

| | |
|---------------------------------------|-----------------------|
| ARP/CSLFRF Funds: | \$1,065,724.25 |
| Capital Reserve Fund Transfer: | \$ 21,875 |
| Transfer from General Fund | \$ 15,000 |
| Total: | \$1,102,599.25 |

Section 5: The Finance Officer is hereby directed to maintain sufficient specific detailed accounting records to satisfy the requirements of the grantor agency and the grant agreements, including payroll documentation and effort certifications, in accordance with 2 CFR 200.430 & 2 CFR 200.431 and the Town’s Uniform Guidance Allowable Costs and Cost Principles Policy.

Section 6: The Finance Officer is hereby directed to report the financial status of the project to the governing board on a quarterly basis.

Section 7: Copies of this grant project ordinance shall be furnished to the Budget Officer, the Finance Officer and to the Clerk to Town Council.

Section 8: This grant project ordinance expires on December 31, 2026, or when all the ARP/CSLFRF funds have been obligated and expended by the Town, whichever occurs sooner.

Adopted by the Board of Commissioners in regular session, March 26, 2024.

John Davis, Mayor

Attest:

Alissa Fender, Town Clerk

**TOWN OF SWANSBORO
FINANCIAL REPORT
(AS OF FEBRUARY 29, 2024)**



REVENUES

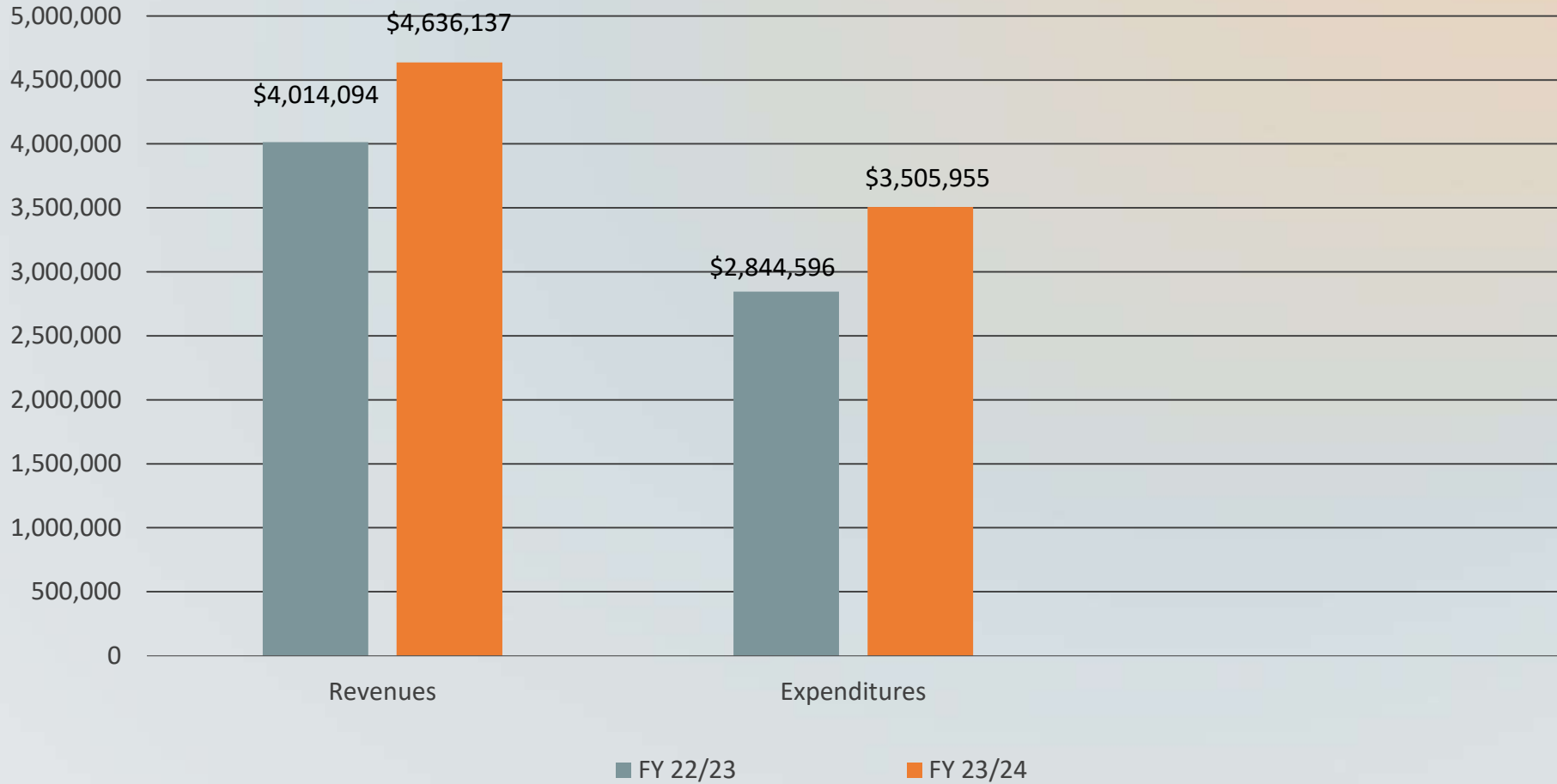
EXPENDITURES

LOAN PAYMENTS

INVESTMENTS

**TOWN OF SWANSBORO
REVENUES/EXPENDITURES
TWO YEAR COMPARISON
(AS OF FEBRUARY 29, 2024)**

GENERAL FUND



ENCUMBRANCES INCLUDED

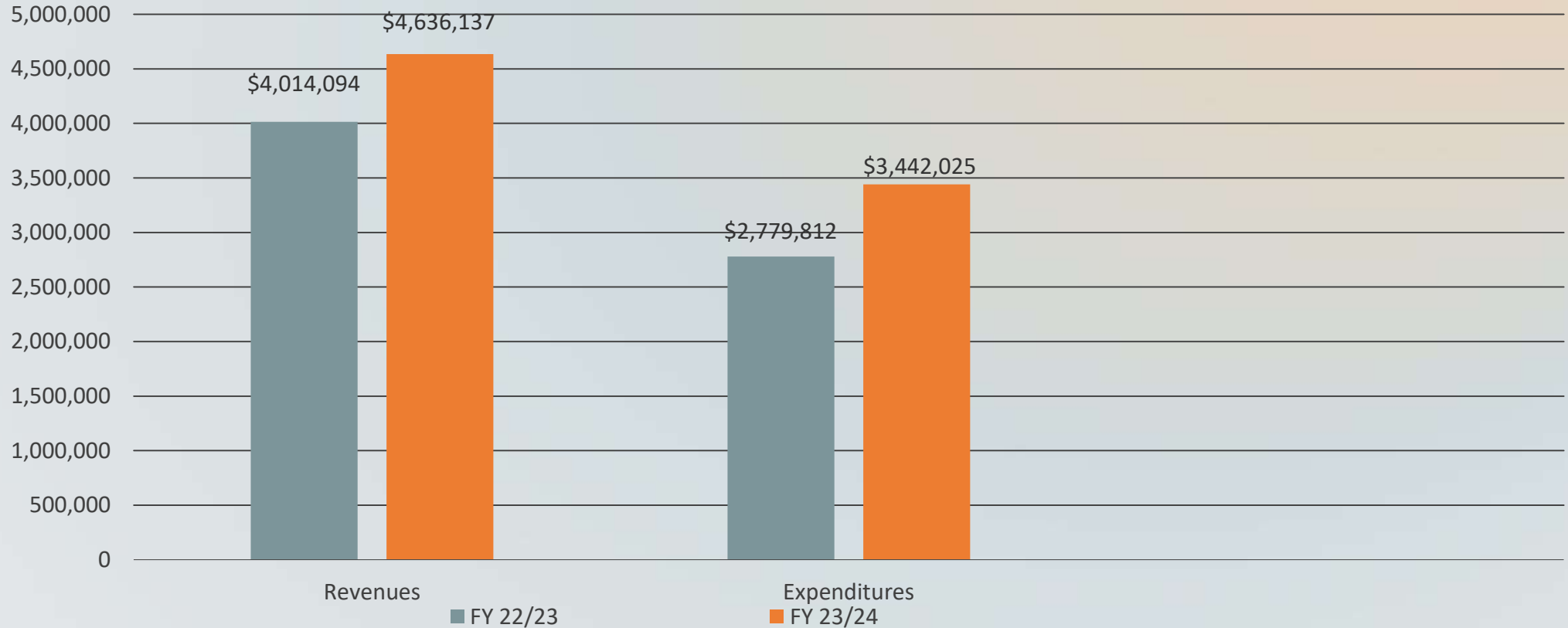
Total Excess of Revenues Over Expenditures \$1,130,182

**TOWN OF SWANSBORO
REVENUES/EXPENDITURES
TWO YEAR COMPARISON
(AS OF FEBRUARY 29, 2024)**

Item VI - d.

(ACTUAL)

GENERAL FUND



(ENCUMBRANCES NOT INCLUDED)

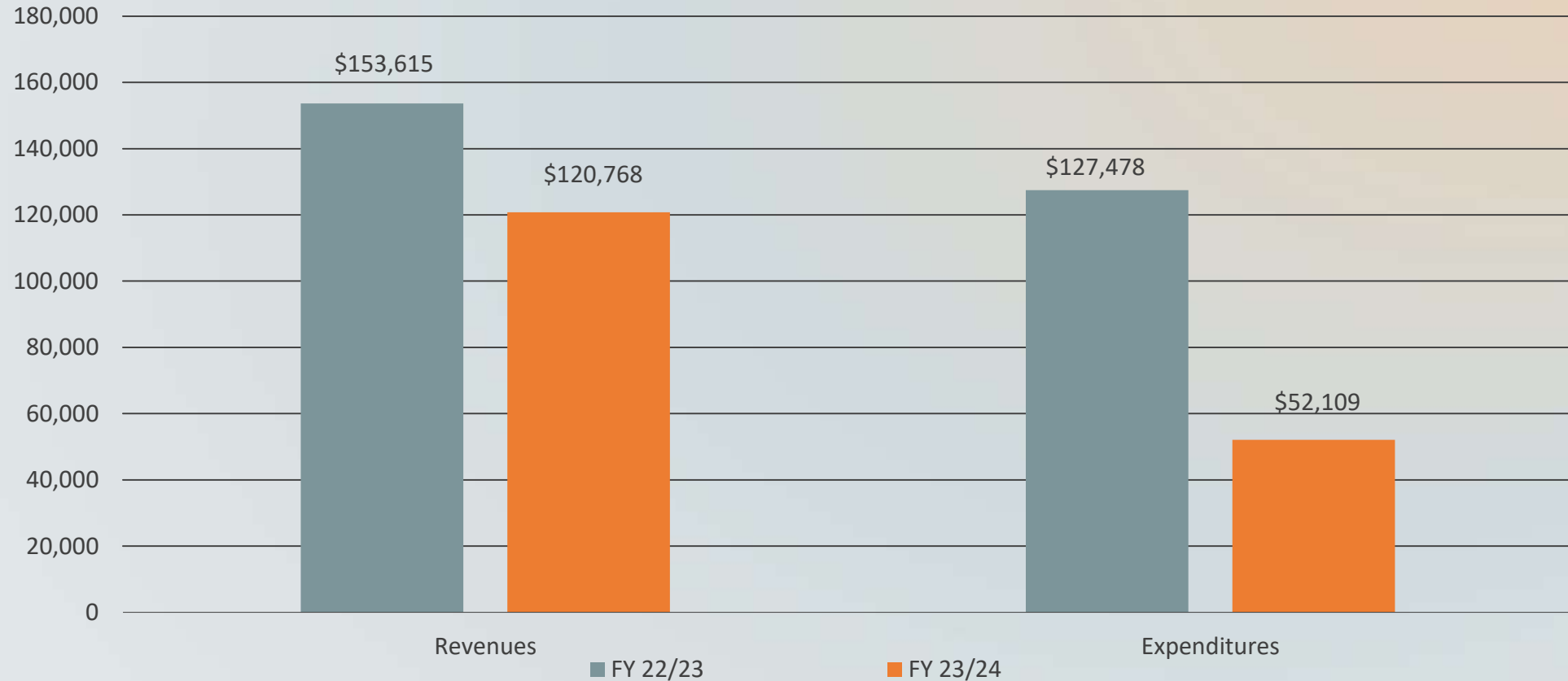
Total Excess of Revenues Over Expenditures \$1,194,112

| DEPT. | BUDGET | YTD ACTUAL | (PURCHASE ORDERS) ENCUMBERED BALANCE | SPENT % February 29, 2024 |
|-----------------------------------|------------------|------------------|--|------------------------------|
| GOVERNING BODY | 43,476 | 25,833 | 826 | 61.3% |
| ADMIN SERVICES | 427,686 | 281,171 | 3,345 | 66.5% |
| FINANCE | 289,345 | 192,273 | 423 | 66.6% |
| LEGAL | 43,000 | 32,607 | - | 75.8% |
| PUBLIC BUILDINGS | 392,000 | 188,328 | 3,465 | 48.9% |
| FIRE | 1,350,563 | 929,510 | 12,151 | 69.7% |
| PERMITTING | 389,692 | 231,458 | - | 59.4% |
| POLICE | 1,256,251 | 663,160 | 10,451 | 53.6% |
| PUBLIC WORKS-STREETS | 562,648 | 161,528 | 2,405 | 29.1% |
| POWELL BILL-STREETS | 110,094 | 3,353 | 1,069 | 4.0% |
| PARKS & RECREATION | 357,132 | 200,421 | 20,045 | 61.7% |
| CHURCH STREET DOCK/VISITOE CENTER | 176,327 | 37,250 | 3,307 | 23.0% |
| EMERGENCY MANAGEMENT | 44,306 | 17,906 | 2,980 | 47.1% |
| FESTIVALS & EVENTS | 124,653 | 100,434 | 3,464 | 83.3% |
| NON DEPARTMENTAL | 571,580 | 376,793 | - | 65.9% |
| TOTAL | 6,138,753 | 3,442,025 | 63,930 | 57.11% |

**TOWN OF SWANSBORO
REVENUES/EXPENDITURES
TWO YEAR COMPARISON
(AS OF FEBRUARY 29, 2024)**

Item VI - d.

STORMWATER ENTERPRISE FUND

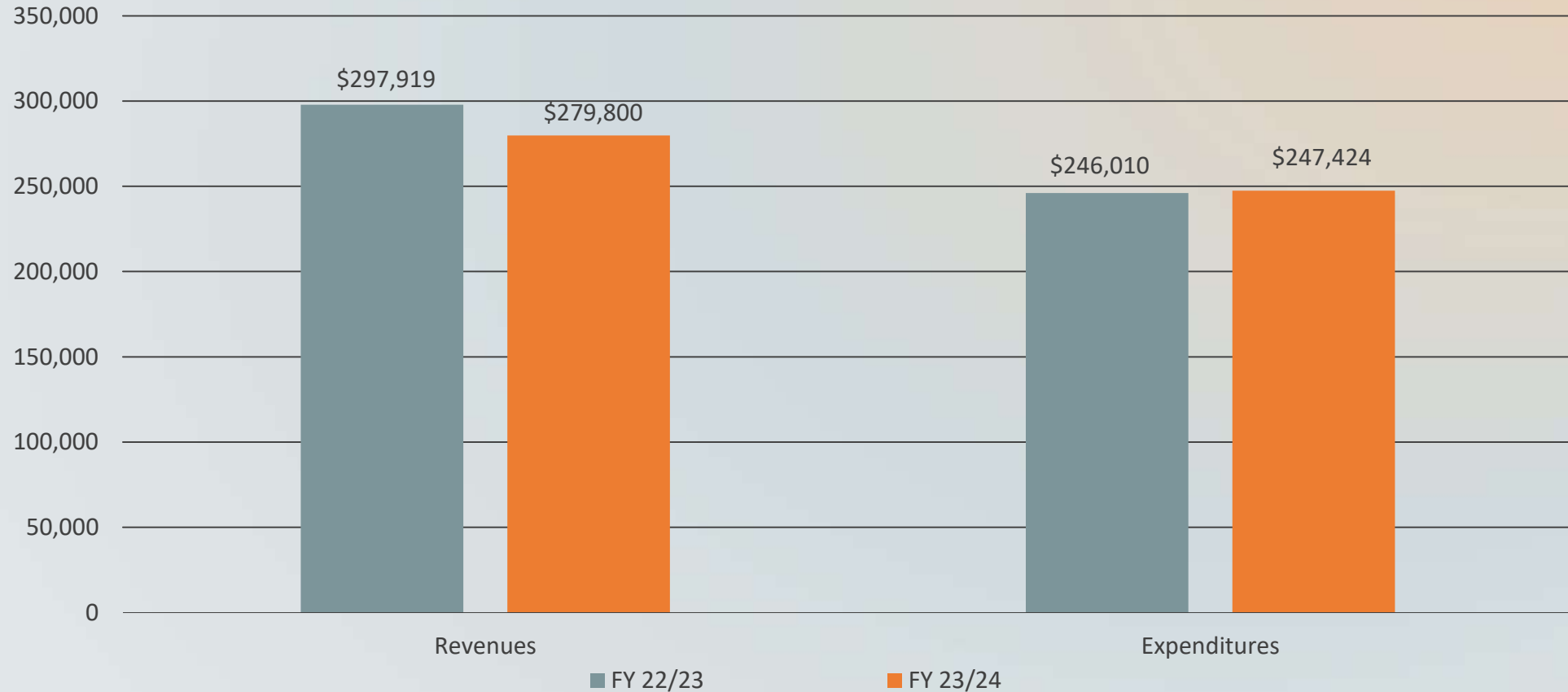


ENCUMBRANCES INCLUDED
Total Excess of Revenues Over Expenditures **\$68,659**

**TOWN OF SWANSBORO
REVENUES/EXPENDITURES
TWO YEAR COMPARISON
(AS OF FEBRUARY 29, 2024)**

Item VI - d.

SOLID WASTE ENTERPRISE FUND



ENCUMBRANCES INCLUDED
Total Excess of Revenues Over Expenditures **\$32,376**

**TOWN OF SWANSBORO
LOAN REPORT
(AS OF FEBRUARY 29, 2024)**

Item VI - d.

| Item | Principal Balance | Interest Rate | End Date | Annual Debt Service |
|--|--------------------------|----------------------|-------------------|----------------------------|
| Town Hall/Tanker | \$391,469 | 2.69 | 03/21/2028 | \$84,724 |
| Public Safety Facility | \$40,000 | 2.58 | 12/22/2024 | \$42,064 |
| Fire Truck | \$136,806 | 2.08 | 11/01/2026 | \$47,512 |
| Sleeping Quarters | \$75,000 | 2.43 | 12/14/2026 | \$28,038 |
| Grapple Truck/Town Hall Generator | \$93,416 | 1.72 | 6/25/2025 | \$47,917 |
| Vehicles(Police & Fire Department) & Software | \$67,627 | 1.84 | 7/15/2026 | \$23,377 |
| Total Debt | \$804,318 | | | \$273,632 |

**TOWN OF SWANSBORO
CASH & INVESTMENTS REPORT
(AS OF FEBRUARY 29, 2024)**

CASH & INVESTMENTS

| BANK | BALANCE | INTEREST RATE |
|---|----------------|----------------------|
| First Citizens Bank | \$347,148 | .05% |
| NC CMT-General | \$6,098,235 | 5.25% |
| TD Bank (SCIF Funds for EOC & Sidewalks) | \$6,154,152 | 5.38% |

GRANT UPDATE

| | Budget | YTD Expenditures | Encumbrances | Unencumbered |
|---|-------------|------------------|--------------|--------------|
| American Rescue Plan Act Fund | \$1,087,599 | \$955,329 | \$30,874 | \$101,396 |
| Swansboro Bicentennial Park Boardwalk Extension | \$277,800 | \$173,650 | \$0 | \$104,150 |
| Emergency Operation Center | \$6,047,548 | \$19,543 | \$0 | \$6,028,005 |
| Emmertown School Repairs | \$424,000 | \$17,500 | \$18,125 | \$388,375 |
| Stormwater Master Plan | \$400,000 | \$11,256 | \$0 | \$388,744 |
| Total Outstanding Grants | \$8,236,947 | \$1,177,278 | \$48,999 | \$7,010,670 |

Any Questions

?



Board of Commissioners Meeting Agenda Item Submittal

Item To Be Considered: **Future Agenda Topics**

Board Meeting Date: **March 26, 2024**

Prepared By: **Alissa Fender – Town Clerk**

Overview: The purpose of this memo is to provide the Board with matters that staff anticipates/proposes for upcoming meetings. It should be noted that these items are tentatively scheduled for the specified monthly agenda but are subject to change due to preparation of materials, public notice requirements, etc.

In providing this memo each month, we hope it will also provide an opportunity for the Board to introduce items of interest and subsequent direction for placement on future agendas, which will allow staff the opportunity to plan accordingly.

April 9th & April 23rd

- * Presentation – Backpack Friends (23rd)
- * Presentation – Senior Games Month Proclamation (9th)
- * Public Hearings: Rezoning – Queens Creek Road and Text Amendments for Doors, Windows and Roof in the Historic District & Table of Permitted Uses, & Zoning Map Amendments timeframe (9th or 23rd)
- * EOC/PSB Site Selection Committee Updates
- * Financial Report

May 14th & May 28th

- * Presentation – One Place (28th)
- * Public Hearing – 2 Special Use Permits (14th or 28th)
- * EOC/PSB Site Selection Committee Updates
- * Financial Report

June meeting dates
11th & 25th

Future Agenda Items

- | | |
|---|---|
| <ul style="list-style-type: none"> * American Rescue Plan Funding Recommendations (updates) * Further LUP Review/Amendments – Comprehensive Transportation Plan Revisions * Text Amendments – R/A Zoning Uses – <i>referred back to Planning Board</i> * Sub-committee designations for Strategic Plan Implementation (<i>Eco Dev Committee est. Oct 2020</i>) * Building Standards (<i>Concerns with tarps and homes in poor repair all around town brought up 2.14 meeting</i>) * Swimming Pool/Consideration for Establishing a Pool Committee (<i>on hold for P&R Master Plan</i>) * Wetlands Policy (<i>creation & review by planning board</i>) * Duke Energy Presentation * Major Subdivision Final Plat – Parrish Green * Onslow County Soil & Water Presentation * Wayfinding Signs | <ul style="list-style-type: none"> * High School Recognitions – <i>revisit/revise</i> * Street Acceptance of Swansgate and Shadow Creek (<i>developed has applied</i>) * Text Amendment – Airbnb regulations * Highway 24 Superstreet Presentation – <i>rescheduled to later date</i> * Waterfront Access and Development Plan (<i>review/revision considerations</i>) * Town Code Amendment to Chapter 91: Fire Prevention * Community Presentations (<i>ongoing monthly</i>) * Special Meeting Workshops as needed * Moratorium discussion * Sidewalk considerations to connect One Harbor property to Recreation Center * 2nd Amendment/Weapon Allowance at Town Hall * Recognition of High School Basketball & Volleyball Teams * DOD Grant * EV Charging fees * ONWASA presentation – awaiting date confirmation * Ricky’s Retreat - June |
|---|---|



Board of Commissioners Meeting Agenda Item Submittal

Item To Be Considered: **Charleston Park Street Acceptance**

Board Meeting Date: **March 26, 2024**

Prepared By: **Jon Barlow – Interim Town Manager**

Overview: The Board of Commissioners will consider final acceptance of the streets in the Charleston Park Subdivision.

Background: In October 2009, the original developer H.M Wilson submitted construction plans to the Town which were deemed acceptable. A surety bond was obtained from the developer to ensure the proper installation of infrastructure including streets. Ultimately the streets and associated infrastructure was installed but did not meet minimum Town standards. In the meantime, the surety bond had expired without being called in by the Town. Thus, the streets were never accepted by the Town. In June 2011, the Town Board of Commissioners adopted Policy #15 which essentially provides that sub-standard streets shall not be accepted by the Town as public streets and shall remain private streets. In March 2024, the Town Board of Commissioners amended Policy #15 to allow exceptions under certain conditions. The exceptions to accept the streets in Charleston Park as Town streets are as follows:

1. Pending issues of tax equity for the owners and residents of the Subdivision and possible legal claims;
2. The history of the Town’s development review, evaluation, approval and enforcement process with respect to the subdivision;
3. The substantial amount of time which has elapsed since the installation of the streets.

Background Attachment(s): Resolution 2024-R5

Recommended Action: A motion to accept Resolution 2024-R5 to formally accept certain streets in the Charleston Park subdivision as public streets in the Town of Swansboro.

Action: _____

RESOLUTION 2024-R5
TO FORMALLY ACCEPT CERTAIN STREETS IN THE CHARLESTON PARK
SUBDIVISION AS PUBLIC STREETS OF THE TOWN OF SWANSBORO

WHEREAS, Charleston Park (the “Subdivision”) is a residential subdivision located in the corporate limits of Swansboro (the “Town”), containing a total of 101 lots, as shown and described on the plat entitled, “Final Subdivision and Recombination Plat for Charleston Park Subdivision” and recorded on September 30, 2009 in Plat Book 58, Pages 187, 187A, 187B, and Page 187C, and on October 29, 2009 in Plat Book 59, Pages 1, 1A, 1B, and 1C of the Onslow County Registry “the recorded plat”); and

WHEREAS, the developer of the Subdivision was H.M Wilson Development, LLC (the “Developer”)

WHEREAS, plans for the Subdivision were submitted by the Developer to the Town for review under applicable Town ordinances, and were reportedly approved by the Town on or about October, 2009; and

WHEREAS, construction of street and related infrastructure improvements in the Subdivision were reportedly not finally and satisfactorily completed; and

WHEREAS, because of the Town’s concerns that the Subdivision streets and other infrastructure improvements were not installed in accord with the Town’s standards, the Town has not yet accepted these streets; and

WHEREAS, surety bonds posted by the Developer and/or its contractors to insure satisfactory installation of infrastructure improvements, including the Subdivision streets, have expired; and

WHEREAS, streets in the Subdivision are currently in need of repair and maintenance; and

WHEREAS, the Town has adopted, effective June 21, 2011, a Town Policy (“Policy 15”) regarding developer-installed improvements, including streets, which do not meet the Town’s standards and requirements. The Policy provides that sub-standard streets shall not be accepted by the Town as public streets and shall remain private streets; and

WHEREAS, effective March 12, 2024, by official action of the Board of Commissioners, Policy 15 was amended and updated to allow an exception to the Policy when the Board finds an exception is justified by special circumstances.

NOW THEREFORE, in consideration of the Recitals, the Board of Commissioners of the Town of Swansboro Resolves as follows:

1. The Board finds that special circumstances exist with respect to the streets in the Subdivision, specifically, the following: (1) pending issues of tax equity for the owners and residents of the Subdivision and possible legal claims thereunder; (2) the history of the

Town’s development review, evaluation, approval, and enforcement process with respect to the Subdivision; and (3) the substantial amount of time which has elapsed since the installation of the streets.

2. The Board further finds these special circumstances support an exception to the Town’s generally applicable policy of not accepting sub-standard streets.

3. Accordingly, the Town agrees to accept, and HEREBY DOES OFFICIALLY ACCEPT the streets within the Charleston Park Subdivision, including the installed street improvements, and all easements and rights of way accommodating such streets which have been legally offered for dedication to the Town by virtue of the recorded subdivision plat, as follows:

| <u>Streets</u> | <u>Map Book and Page of Record</u> |
|-------------------------|------------------------------------|
| a- Charleston Park Lane | Book 59, page 1, 1A, 1B, and 1C |
| b- Low Country Lane | |
| c- Battery Park Court | |
| d- Patriots Point Lane | |
| e- Spoleto Court | |
| f- Sommerville Court | |
| g- Meeting Park Lane | |
| h- Fort Sumter Way | |

4. The Town Manager is directed to prepare a plan for the Town’s physical take-over of the subject streets, including traffic and parking regulation, signage, exercise of general jurisdictional control, and specifically including the repair, maintenance, and improvement of streets in the Subdivision, all on the same basis as other streets of the Town.

Adopted this 26th day of March 2024.

Effective: June 30, 2024

John Davis, Mayor

Attest:

Alissa Fender, Town Clerk