

**TOWN OF EMERALD ISLE
PLANNING BOARD MEETING
MONDAY, DECEMBER 17, 2018**

Chairman Ken Sullivan called the meeting to order at 6:00 pm. Members present were Jim Osika, Malcolm Boartfield, Chad MacAvery, Susan Monette, Paul Schwartz and Ty Cannon. Also present was Town Planner Josh Edmondson, Interim Town Manager Randy Martin and Johnathan McDaniel Engineer for Transportation Impact.

A motion was made by Chad MacAvery to approve the minutes of the July 23, 2018 and October 1, 2018 Planning Board meetings as submitted. The motion was seconded by Jim Osika and carried unanimously 6-0.

SUBJECT: REZONING REQUEST THATSAMAZING LLC FROM BUSINESS (B) TO VILLAGE WEST (VW)

Mr. Edmondson stated Transportation Impact is in the planning stages of an addition to their existing facility at 8921 Crew Drive and due to the addition, they have acquired the adjacent piece of property addressed as 8917 Crew Dr. Mr. Edmondson told the Board a couple of years ago this entire area was rezoned to the (VW) Village West District and the previous property owners did not wish to rezone keeping the property Business. With the addition planned, Transportation Impact will be combining parcel 8921 Crew Dr with this parcel and their desire is to have the new combined parcel zoned consistently as (VW) Village West Mr. Edmondson said.

Mr. Edmondson stated the parcel is woodland and consist of .464 acres of land and the surrounding area is predominantly zoned Village West (VW) and Business (B). The (VW) Village West District allows for a wide array of uses including but not limited to residential, public, retail, wholesale and mixed-use development Mr. Edmondson informed the Board. Mr. Edmondson told the Board this property is shown as mixed use in the Town of Emerald Isle Land Use Plan as found on the Future Land Use Map.

If the board finds the recommendation to rezone, favorable, Mr. Edmondson suggested the following motion and vote:

The rezoning is both reasonable and in the public interest for the following reasons:

- The proposed rezoning is consistent with the goals and policies in the Town's Land Use Plan, and
- The current and proposed uses of the property are compatible with neighboring properties,

Mr. Edmondson went over several attachments with the Board including a excerpt from the Town's Zoning Map which shows the zoning of adjacent and nearby parcels, an aerial map, an adjacent parcel map, an adjacent neighbors list and the applicants rezoning application.

After discussion, a motion was made by Ty Cannon and seconded by Paul Schwartz to approve the rezoning amendment as submitted. The motion carried unanimously 6-0.

SUBJECT: SITE PLAN REVIEW TRANSPORTATION IMPACT PHASE II

Mr. Edmondson stated Transportation Impact has submitted a site plan to review for a Phase II addition to their existing site. The existing site is just under 1 acre with a 3-story building and parking situated on the site Mr. Edmondson said. Transportation Impact has purchased the adjacent vacant parcel, which is just under ½ an acre, and a parcel across Crew Dr, which is about 1.1 acres as part of this phase Mr. Edmondson said. Both larger parcels are zoned Village West with the smaller parcel being Business but is requested to be rezoned to Village West Mr. Edmondson said. All surrounding properties are zoned Village West and Business and the smaller adjacent

parcel will be combined with the existing parcel Mr. Edmondson informed the Board. Currently, the small site adjacent to the existing building is vacant woodland and the site across Crew Dr is vacant but used as parking for Transportation Impact Mr. Edmondson stated. The garbage collection area for the existing Transportation Impact and an onsite storage building is located on this site as well. None of these properties is located in an area of environmental concern but a portion of the site across Crew Dr. is located in the AE 9 flood zone Mr. Edmondson said. Mr. Edmondson told the Board the site is located along the canal running west to east along the northern property line and no portion of the site adjacent to the existing building site is in the flood zone. The existing topography on the sites range from 4' to about 18' above sea level and all sites have Crew Dr as access for ingress and egress Mr. Edmondson said. Mr. Edmondson told the Board Carteret Craven EMC is the electrical utility provided and Bogue Banks Water Corporation is the water provider with the site currently served by an onsite septic system.

Site Improvements

Disturbance for the redevelopment of this property will be over 1 acre and therefore a new State Soil Erosion and Sedimentation Control Permit is needed which has been sent to the State and expects to receive approval soon Mr Edmondson said. The new improvements will be the addition of a three-story 16,000 square foot building, additional onsite parking, additional off-street offsite parking, stormwater, landscaping and lighting improvements and tapping into the existing sanitary sewer system at Emerald Plantation. Also, note the addition of a future expansion on the site plan as well Mr. Edmondson said.

Mr. Edmondson discussed with the Board the TRC findings as outlined below:

Site Plan and Stormwater Plan

- Please show a 30' buffer from the edge of the Canal
- Please show any new lighting additions for the new parking lot across Crew Drive
- Please add a note that if the natural buffering along the canal does not meet the 8' opaque vegetative screen requirements, additional plantings will be added to ensure compliance
- Please add note about landscaping of new parking lot as well as adjacent lot matching existing landscaping on the current build site
- Submit final stormwater calculations
- Add fire hydrant to the NE Corner of the Property
- Review adding a pedestrian cross walk or pedestrian feature to allow for safe movement across Crew Dr between the building site and parking lot

Notes of Interest

- FDC should be relocated before construction
- Existing fire hydrant will be turned by Bogue Banks Water Corporation
- Existing gas tank will be relocated
- Sewer line cut and bore in Crew Dr will be done before March or in April before Easter Weekend; if needed to be pushed out further will be done before the middle of May
- Stormwater will be a modification to the existing stormwater permit for Phase I
- Provide variance letter from Carteret Craven EMC for encroachment of small portion of the new building in the Electric Easement
- **Sequence of construction as of TRC meeting**
 - **Construct new parking lot across street on Crew Dr**
 - **Cut and bore new sewer line**
 - **Demolish existing parking for building expansion**
 - **Construct Addition**

- **Tie into Emerald Plantation Sewer System**
- **Abandon existing septic system**
- **Construct parking over old septic system**

Mr. Edmondson said there are a lot of moving parts with this development so he thought it very important to highlight the sequence of construction events with this buildout.

Mr. Johnathan McDaniel site and sewer engineer for the project explained the sewer plan to the Board for better understanding.

Mr. Edmondson informed the Board the site plan included the revisions requested by the TRC. Mr. Edmondson then went over the following highlights and major site improvements that have been reviewed by staff and meet the requirements of the Unified Development Ordinance:

- Setback/MB Lines – 10'; buildings well out of required setbacks
- Proposed Driveways – One existing driveway 24'; Addition of two driveways both to be 24'
- Proposed Drive Isles – All proposed drive isles to be 24' except where parking angle is 45 degrees, drive isle will be 20'
- Materials for Parking Lot – Typical asphalt detail
- Proposed Parking – 138 Total Spaces
 - 70 Spaces Off-street Onsite
 - 68 Spaces Off-street Offsite; **see remote parking space requirement**
 - All remote parking spaces are within 400' of the main entrance
 - 247' from existing entrance and 375' from new entrance

Remote Parking Space

If the off-street parking space required by this section cannot be reasonably provided on the same lot on which the principal use is located, such space may be provided on any land within four hundred (400) feet of the main entrance to such principal use, upon review by the Planning Board and approval by the Board of Commissioners.

- Garbage Areas – Existing area screened with 6.5' vinyl fence
- Fire Hydrants – 2 existing hydrants onsite, 1 hydrant added to Northeast corner
- Vegetative Area – 25% newly combine lot, 17% lot across Crew Dr
- Building Height – 40'
- Lighting – New lighting to match existing
- Landscaping – Landscaping to match existing
- Waste Water – Abandoning existing onsite septic system and tying into sewer system at Emerald Plantation; this will involve the sewer line being placed in the Crew Dr right of way

Mr. Edmondson went over a few additional items including the following:

- The stormwater management plan being submitted to the Town's consulting engineer for review
- Carteret-Craven Electric Cooperative issuance of a variance to allow a small portion of the new addition to be within the electric utility easement.

- Aqua North Carolina Inc. being the sewer provider for the project and certified they have the capacity for additional wastewater to enter the system.

Mr. Edmondson noted the site plan does not include review of the exterior of the commercial structure as this will be completed when the Architect finishes the plans.

Mr. Edmondson noted a number of items for included for the Board to review as followed:

- Site & Commercial Plan Checklist
- Variance from Carteret Craven Cooperative
- Zoning, Aerial Photography
- Site Plan

Mr. Edmondson informed the Board if they make a recommendation to approve the project, staff advises to make it contingent upon receiving the soil and sedimentation approval, final stormwater approval and agreement for sewer improvements in the Crew Dr right of way.

After considerable discussion Ty Cannon made a motion to approve the project as submitted with staff and the engineer working to add pedestrian signage at the crossing area. Chad MacAvery seconded the motion and it carried unanimously 6-0.

SUBJECT: REPORT FROM TOWN PLANNER

Mr. Edmondson discussed the Building Inspection Reports for the months of July – November 2018. He also discussed that in future meetings he would like to have discussion on amendments to current regulations outlined in the UDO. This could happen as soon as the January meeting Mr. Edmondson said. The next meeting of the Commissioners will be January 8, 2019 and the Planning Board meeting will be January 28, 2019.

There being no other business a motion was made by Paul Schwartz and seconded by Ty Cannon to dismiss the meeting, which carried unanimously 6-0.

Respectfully submitted by:

Josh Edmondson, Secretary
Town of Emerald Isle Planning Board