



Nice Matters!

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**DATE:** January 19, 2015  
**TO:** Planning Board  
**CC:** Frank A. Rush, Jr, Town Manager  
**FROM:** Josh Edmondson, CZO, Town Planner  
**SUBJECT:** **Commercial Review of the Islander Suites Main Office Building**

A request has been submitted by the Islander Suites for commercial review of the main office building at 102 Islander Dr. This proposal is a complete deviation from a previous request for a new four story building at this site. Review of this proposal involves several sections of the Unified Development Ordinance. As such, we will discuss each item of the commercial review as it relates to UDO. The proposal is to add an additional story to the main office building which will house an additional twenty condo units. The first floor will remain office, check-in, and conference space but will be renovated. There will be additional changes to the site, which includes taking away of impervious surface, reconfiguring existing parking, adding parking to accommodate the new units and minor changes to the curbing around the building. As I previously mentioned, I will highlight each item for review as it relates to the UDO.

This review is necessary as outlined in Chapter 2: Administration Subsection 2.4.8 – Commercial Structures (3) & (4). The addition well exceeds one thousand square feet and exceeds fifteen percent of fair market value of the existing structure triggering site and architectural plan review. There are several items to highlight pertaining to the site and building. First, the addition of twenty units combined with the existing eighty two brings the total units to 102. The number of units per acre is outlined in Chapter 4: Use Regulations, Subsection 4.2.7 Motels, Hotels, Inns & Condotels. The number of proposed units meets the criteria as set forth in this section being no more than thirty two units per acre, with a minimum of seventy five percent of the total allowable units designated and constructed as one bedroom lodging. Second, I would like to highlight the height requirement as described in Chapter 5: Density, Intensity & Dimensional Standards, Subsection 5.1 Density, Intensity & Dimensional Table Note (9). The allowable mean roof height for this structure is 40 feet. As shown on the building elevation site sheets the actual roof height will be 38' 4 ¼" well within the aforementioned requirement. Please note the 25% vegetative requirement for this site referenced on the above table.

Also outlined in Chapter 5: Subsection 5.2.2 Motels & Hotels is the following requirement:

Condominium hotels or condotels shall also be required to submit legal and other condominium documents which address the following: 1) allows the Town to inspect the business records associated with the operation of the condotel as a transient hotel, 2) requires the owners' association to bear the Town's expenses associated with legal action to enforce the zoning ordinance, 3) states that the units are not to be used as permanent or secondary residences, and 4) requires participation in the rental management program established for the hotel. Provided, nothing therein shall require in any manner the pooling or sharing or rents.

This information has not been provided at this time but will be required prior to the issuance of a Certificate of Occupancy. Next, are the permitted exterior colors and

outside wall facings as found in Chapter 6: Development Standards Subsection 6.1.3 Commercial Structures. The proposed colors will match the exterior of the existing condotel units which meet the low reflectance, neutral, earthtone requirement. Also, the architectural design features of the exterior wall facings provide a visual break every 20 feet as required by the ordinance.

Also, in Chapter 6, Subsection 6.1.7 please note the very specific requirements outlined for site development. These include the vegetative, paving, lighting, garbage and fire hydrant requirements. These are noted on the site plans. Please note stormwater plans were not required for this proposal. The development qualified as an exemption described in Subsection 6.3.2(B) Exemptions (ii). Lastly, the proposed parking spaces are as follow:

1 per unit and 1 per 3 employees

82 existing units = 82 spaces

9 employees = 3 spaces

Total Spaces = 85

20 additional units = 20 spaces

Total Existing/Proposed = 105 spaces

The proposed parking meets the requirement described in Subsection 6.7 Off-Street Parking and Loading Requirements. I have included for your review pdf versions of the site and building elevation plan along with a color concept of the proposed building. I will have the full 18"x24" set of plans at the meeting for you as well. I look forward to discussing this matter with the Board at our January 25 meeting.