

**Camden County Planning Board  
Minutes  
July 15, 2015, 7:00pm  
Historic Courtroom  
Camden County Courthouse Complex**

<b>Members Present:</b>	<b>Absent:</b>
Chairman Rodney Needham	None
Vice Chairman Calvin Leary	
Fletcher Harris	
Ray Albertson	
Michael Etheridge	
Patricia Delano	
Rick McCall	

**Call to Order & Welcome**

Chairman Rodney Needham called to order the July 15, 2015 meeting at 7:00 PM.

**Others Present at Meeting**

**STAFF PRESENT**

<b>Name:</b>	<b>Title:</b>
Dan Porter	Planning Director
Dave Parks	Zoning Officer/Flood Administrator
Amy Barnett	Planning Clerk

**OTHERS PRESENT**

<b>Name/Residence:</b>	<b>Title:</b>	<b>Purpose / Representing:</b>	<b>Meeting Section:</b>
Mark Bissell	Engineer	Harbinger Land & Timber LLC	New Business Item #1
Gary Dunstan	Applicant	Harbinger Land & Timber LLC	New Business Item #1

### **Consideration of Agenda**

Chairman Rodney Needham called for consideration of the agenda.

Dan Porter asked to amend the agenda to include as New Business Item #2 Election of Officers.

Motion to approve the agenda as amended made by: Michael Etheridge.

Motion Seconded by: Ray Albertson.

The motion was approved with Chairman Rodney Needham, Vice Chairman Calvin Leary, Members Fletcher Harris, Ray Albertson, Michael Etheridge, Patricia Delano, and Rick McCall voting aye, none voting no, none absent, and none not voting.

### **Consideration of Minutes: June 17, 2015**

Chairman Rodney Needham called for consideration of the minutes from June 17, 2015.

Motion to approve the minutes as written made by: Vice Chairman Calvin Leary.

Motion Seconded by: Fletcher Harris.

The motion was approved with Chairman Rodney Needham, Vice Chairman Calvin Leary, Members Fletcher Harris, Ray Albertson, Michael Etheridge, Patricia Delano, and Rick McCall voting aye, none voting no, none absent, and none not voting.

### **Comments from the Public**

None

### **Old Business**

None

## New Business

### *Item #1*

#### *UDO 2015-06-07, Sketch Plan, Mill Run Subdivision*

Dan Porter described this agenda item, adding that Dave Parks would present the Findings of Facts.

- Property is located at the corner of Sharon Church Road & Keeter Barn Road
- Same property as recently recommended for rezoning from R-3-2 to R-3-1 for a portion of the property
- Request is for a 'conservation subdivision' (Open Space Subdivision with 50% open space)
- In return for setting aside 50% as open space, applicant is allowed to reduce their lot size to a minimum of 10,000 square feet
  - Only if space is not required for septic systems or water wells
  - Subdivision will not be on county sewer so will only be able to reduce lot size to what ARHS will approve per septic system requirements
- Yield Plan
  - Area Calculations
    - Portion of property is zoned R-3-1
    - 10 acres across Sharon Church Road is zoned R-3-2
    - Total amount of property minus 5% for open space and another certain amount for infrastructure
    - Calculation tells how many lots can be developed in a traditional subdivision based on that yield
    - R-3-1 yields 37 lots
    - R-3-2 yields an additional 5 lots
    - Can develop subtotal of 42 lots
    - Bonus lots are added due to open space set aside, which is 5% bonus, or 2 additional lots for new subtotal of 44 lots
    - If an endowment is set aside for the maintenance of the open space, another 5% bonus is added, or another 2 lots, for a grand total of 46 lots that can be developed.
      - UDO specifies calculation basis for how much the endowment has to be.
      - Endowment becomes a fund to be used by the Property Owners Association for maintenance of the property's open spaces
  - At Preliminary Plat, all lots must perc
    - At that point, size of lots will be known as size of lot is dependent on how much square footage is required for each individual septic system to meet ARHS requirements
  - Yield is what they're allowed to build
  - 10 acres on the other side of Sharon Church Road and other space through out the subdivision will be set aside as open space

At this point, Dan Porter asked if there were any questions.

Rick McCall asked what the average lot size would be. Dave Parks responded that it would not be known until after ARHS has evaluated the property for septic systems. It depends on how much space is needed per lot to accommodate the septic systems per lot. What is shown in the board packet for this meeting is just a sketch. At re-zoning, they were only required to perk 4 of the lots, and same thing at sketch plan, so those 4 lots carried over from rezoning to sketch plan.

Fletcher Harris asked if there could be more than 46 lots if lot sizes were 10,000 square feet. Dan Porter responded that 46 lots is the maximum.

Rick McCall asked if after all the ARHS evaluations, if the lot sizes could potentially be less than 10,000 square feet. Dan Porter responded that the county ordinances specify a minimum lot size of 10,000 square feet, no less. Also, the state stormwater regulations say that no more than 24% of the total lot size may be impervious surfaces (house, concrete driveway, garage, etc.).

Dave Parks added that at Preliminary Plat all the engineered certified information comes into play with regard to the septic systems, soil types, stormwater plan, and so on.

At this point, Dave Parks went over the Findings of Facts for this sketch plan.

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**UDO 2015-06-07**  
**Sketch Plan**  
**Mill Run Subdivision**

1. **Name of Applicant:** Harbinger Land & Timber LLC / Assorted Development Corporation
2. **Agent for Applicant:** Mark Bissell (Bissell Professional Group)
3. **Address of Agent:** P. O. Box 1068  
Kitty Hawk, NC 27949
4. **PIN:** 01-7090-00-07-6888 / 01-7090-00-17-0117
5. **Name(s) of Current Owner(s) of Record:** Same as applicant
6. **Street Address of Property:** Not Addressed
7. **Location of Property:** Properties border Sharon Church, Keeter Barn and Sandy Lane in South Mills Township
8. **Flood Zone:** X
9. **Zoning District(s)** Basic Residential (R-3-1 / R-3-2)
10. **Is a Zoning Change Required for the Proposed Use?** No. Rezoning approved 6/1/15 by BOC.
11. **General Description of the Proposal:** Sketch Plan for Common Open Space Subdivision Mill Run 45 Lots (Article 151.290)
12. **Date Application Received by County:** June 8, 2015
13. **Did the Applicant participate in a pre-application Conference?** Yes
14. **Received by:** Dave Parks, Permit Officer
15. **Application fee paid:** \$6,750 Check # 2040
16. **Does Application meet all requirements of the UDO:** Application is generally complete

17. **Proposal to be complete in Phases:** No, according to developer.  
A. If yes, are phases shown on Sketch Plan? N/A
18. **Was the Applicant given a list of agencies constituting the Technical Review Staff?**  
Yes  
A. Technical Review Staff (Sketch Plan Approval)  
(a) South Mills Water - Approved. Has adequate water supply  
(b) Albemarle Regional Health Department - Perc test done on 10% of lots (4) as required.  
(c) South Mills Fire Department - No response.  
(d) Pasquotank EMS (Central Communications) - No response.  
(e) Sheriff's Office - Approved.  
(f) South Mills Post Office - Community Mail Boxes required at entrance.  
(g) Camden Soul & Water Conservationist - Approved  
(h) Superintendent / Transportation Director of Camden County Schools - Covered Bus Shelters will be required.  
(i) NCDOT - Reviewed with no comments.  
(j) Parks and Recreation - Request fee in lieu of recreational improvements.
19. **Documents received upon filing application or otherwise included:**  
A. Land Use/Development Application  
B. Development Impact Statement  
C. Perc Test on 4 lots  
D. 10 Blue Line Copies of Sketch Plan
20. **Adjacent Property Uses:**  
A. **Predominant:** Agriculture  
B. **Other:** Residential
21. **Existing Land uses:** Farmland
22. **Lots:**  
A. **Total Proposed:** 45 lots
23. **Streets:**  
A. **Are all streets designed to be placed under state system?** Yes  
B. **Are proposed streets named?** Yes  
C. **Street Names:** Mill Run Loop  
D. **Are any street names already being used elsewhere in the County?** No.
24. **Required Open Space:** 23.69 Acres  
A. **Is open space proposed?** Yes  
B. **Recreational Land:** Per Article 151.232 (I) at the county's option, the developer shall set aside approximately 1.33 acres of land (1 acre for every 30 lots) and provide for recreational improvements or make a payment to the county of the amount of money equal to the value as it would be appraised following its subdivision.
25. **Utilities:**  
A. **Does the application include a letter or certificate from the District Health Department regarding septic tanks?** Yes.  
B. **Does the applicant propose the use of public sewage systems?** No. Septic.  
C. **Does the applicant propose the use of public water systems?** Yes, South Mills Water District  
D. **Distance from existing public water supply system:** Adjacent to property.

26. **Landscaping:**
- A. **Is any buffer required?** Yes. In accordance with Article 151.232 (N).
  - B. **Will trees be required along dedicated streets UDO Article 151.156?** Yes. Landscaping Plan required at Preliminary Plat.
27. **Findings Regarding Additional Requirements:**
- A. **Endangering the public health and safety:** Does not appear to endanger public health and safety.
  - B. **Injure the value of adjoining or abutting property:** Does not appear to injure the value of adjoining property.
  - C. **Harmony with the area in which it is located:** Property currently zoned for proposed use.
  - D. **Conformity with the Plans:**
    - 1. **Land Use Plan:** Yes
    - 2. **Thoroughfare Plan:** Property abuts State Roads Keeter Barn and Sharon Church Roads.
    - 3. **Other plans officially adopted by the Board of Commissioners:** Comprehensive Plan has land identified as Rural Residential which is in conformity with proposed use.
  - E. **Will not exceed the county's ability to provide public facilities:**
    - 1. **Schools:** Will generate 40.48 students (.44 per household X 92 households) (at Planning Board meeting, typo was mentioned... should be 19.8 students generated.)
    - 2. **Fire and Rescue:** No response.
    - 3. **Law Enforcement:** Approved by Sheriff's Office
    - 4. **Other County Facilities:** None.

Staff recommends approval with the following recommendations:

- Reflect the 55' Army Corp drainage easement along western side of Mill Run Ditch.
  - Per Parks & Recreation recommend BOC require the fee in lieu of the recreational requirements (Camden County Code Article 151.232 (I) addresses options).
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Comments regarding Findings of Facts (Dave Parks):

- 18-A(d) - received phone call on 7-14-15 from EMS. EMS evaluates the street and subdivision names to make sure there are no duplications either in Pasquotank County or Camden County. They approved the street and subdivision names.
- 18-A(h) - will know at Preliminary Plat how many covered bus stops there will be.
- There is one other street that abuts the property: Sandy Lane. It is a secondary road, and is a state road, but is not built to current standards. Staff recommends that there be no access off of Sandy Lane.
- Typo was identified in Findings of Fact:
  - 27-D(3)(1) - Student Generation Rate. Will generate 19.8 students into the county school systems:
    - 10 Students for Elementary School
    - 5 Students for Middle School
    - 5 Students for High School

At this time Dave Parks opened the floor for recommendations from the board.

Ray Albertson asked if the wooded area across from the development could be opened up for vehicular visibility for safety sake.

Gary Dunstan, of Harbinger Land and Timber (applicant) responded to this saying that it could be thinned out. Mr. Dunstan added that a proposal was going to be made at Preliminary Plat to transform the area in question to a park with all undergrowth to a height of 10 feet cleared.

Ray Albertson added that there needs to be enough line of sight for tractor trailers to be able to utilize the intersection in conjunction with other vehicular traffic. Mr. Dunstan said that it would not be a problem to provide for this.

Chairman Rodney Needham asked if the densities had been approved for higher density subdivisions. Dan Porter responded that the only difference between this subdivision and a traditional one is the bonus lots that the developer gets due to setting aside 50% of open space and creation of an endowment for maintenance of that open space.

Mr. Porter added that the density is what the yield plan generates. It's just over 1 unit per acre now because they get the bonus 4 lots.

Mr. Porter further added that the Board of Commissioners did approve the Land Use Plan which calls for higher densities, particularly in areas where county sewer is available and that such higher density is necessary to attract businesses to the area.

Mr. Porter stated that this subdivision is just slightly higher in density than it would be, were it a traditional subdivision, with only approximately 45 houses.

At this point, Chairman Rodney Needham asked if there were any further questions or comments from Board or Staff. Hearing none, he called for a motion.

Motion to Approve UDO 2015-06-07, Sketch Plan, Mill Run Subdivision made by: Vice Chairman Calvin Leary.

Motion seconded by: Fletcher Harris

The motion was approved with Chairman Rodney Needham, Vice Chairman Calvin Leary, Members Fletcher Harris, Ray Albertson, Michael Etheridge, Patricia Delano, and Rick McCall voting aye, none voting no, none absent, and none not voting.

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***Item #2  
Election of Officers***

**CHAIRMAN**

Dave Parks opened the floor for nominations for Chairman of the Planning Board.

Ray Albertson nominated Rodney Needham to continue to serve as Chairman of the Planning Board. Fletcher Harris seconded the nomination.

By a vote of 7-0, with the following members voting:

- Fletcher Harris
- Ray Albertson
- Calvin Leary
- Rodney Needham
- Michael Etheridge
- Patricia Delano
- Rick McCall

Rodney Needham was elected to continue to serve as Chairman of the Planning Board.

**VICE CHAIRMAN**

Dave Parks opened the floor for nominations for Vice Chairman of the Planning Board.

Fletcher Harris nominated Calvin Leary to continue to serve as Vice Chairman of the Planning Board. Michael Etheridge seconded the nomination.

By a vote of 7-0, with the following members voting:

- Fletcher Harris
- Ray Albertson
- Calvin Leary
- Rodney Needham
- Michael Etheridge
- Patricia Delano
- Rick McCall

Calvin Leary was elected to continue to serve as Vice Chairman of the Planning Board.

**Information from Board and Staff**

Dan Porter gave a brief update regarding the UDO Update.

**Consider Date of Next Meeting - August 19, 2015 (unless no matters for board)**

**Adjournment**

At 7:50 PM, Michael Etheridge made a motion to adjourn the meeting. Ray Albertson seconded the motion. The motion was approved with Chairman Rodney Needham, Vice Chairman Calvin Leary, Members Fletcher Harris, Ray Albertson, Michael Etheridge, Patricia Delano, and Rick McCall voting aye, none voting no, none absent, and none not voting.

Date: \_\_\_\_\_

Approved: \_\_\_\_\_  
Chairman Rodney Needham

Attested: \_\_\_\_\_  
Amy Barnett, Planning Clerk