

**Camden County Board of Commissioners
November 4, 2019
Closed Session – 6:00 PM
Regular Meeting – 7:00 PM
Historic Courtroom
Camden, North Carolina**

MINUTES

The regular meeting of the Camden County Board of Commissioners was held on November 4, 2019 in the Historic Courtroom, Camden, North Carolina.

CALL TO ORDER

The meeting was called to order by Chairman Tom White at 6:00 PM. Also Present: Vice Chairman Clayton Riggs, Commissioners Randy Krainiak and Ross Munro. Commissioner Garry Meiggs arrived at 6:07 PM.

CLOSED SESSION

Motion to go into Closed Session to discuss personnel.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Clayton Riggs, Vice Chairman
AYES:	White, Krainiak, Riggs, Munro
ABSENT:	Meiggs

Motion to come out of Closed Session.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Clayton Riggs, Vice Chairman
AYES:	White, Krainiak, Meiggs, Riggs, Munro

The Board came out of Closed Session at 6:25 PM and was recessed by the Chairman until 7:00 PM.

At 7:00 PM Chairman White reconvened the Board of Commissioners for its regular meeting and welcomed everyone in attendance.

INVOCATION & PLEDGE OF ALLEGIANCE

Commissioner Ross Munro gave the invocation and the Board led in the Pledge of Allegiance.

ITEM 1. PUBLIC COMMENTS

None.

ITEM 2. CONFLICT OF INTEREST DISCLOSURE STATEMENT

Clerk to the Board Karen Davis read the Conflict of Interest Disclosure Statement.

ITEM 3. CONSIDERATION OF THE AGENDA

Amendment to the Agenda – Add County Manager Salary/Leave to New Business as Item 5.D.

Motion to approve the agenda with the amendment.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Garry Meiggs, Commissioner
AYES:	White, Krainiak, Meiggs, Riggs, Munro

South Camden Water & Sewer District Board of Directors

Chairman White recessed the meeting of the Board of Commissioners and called to order the South Camden Water & Sewer District Board of Directors Meeting.

Public Comments – None

Consideration of the Agenda

Motion to approve the agenda as presented.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Clayton Riggs, Vice Chairman
AYES:	White, Krainiak, Meiggs, Riggs, Munro

New Business

A. Monthly Report – David Credle

<i>South Camden Water & Sewer Board</i>				
<i>Monthly Work Order Statistics Report</i>				
<i>Period: September 2019</i>				
	<i>Submitted Work Orders</i>	<i>Completed Work Orders</i>	<i>Percentage Completed</i>	<i>Status of Uncompleted Work Orders</i>
<i>Water/Distribution</i>	<i>80</i>	<i>80</i>	<i>100%</i>	<i>0</i>
<i>Sewer/Collection</i>	<i>2</i>	<i>2</i>	<i>100%</i>	<i>0</i>

Locates:

- Water Line: 131
- Sewer Line: 20
- Water & Sewer, same ticket: 4
- Hydrant flow test: 0

Public Works Director Notes/Comments: Ten work orders have been checked for accuracy.

Water treated at the water treatment plant in September: 9,742,220 gallons

Daily average water usage for September: 324,741 gallons

Current treatment capacity at the water treatment plant: 720,000 gallons per day.

SOUTH CAMDEN WATER & SEWER BOARD									
MONTHLY WATER STATISTICS REPORT									
Date	Work Orders Submitted	Percentage Complete	Uncompleted	Water/Distribution	Sewer/Collection	Water Locates	Sewer Locates	Water/Sewer Locate	Hydrant Flow Test
2018									
Sept	86	100%	0%	84	2	109	34	13	0
Oct	71	100%	0%	68	3	75	17	13	12
Nov	77	100%	0%	76	1	124	7	48	7
Dec	121	100%	0%	120	1	134	6	12	7
2019									
Jan	99	100%	0%	99	0	125	4	15	0
Feb	63	100%	0%	63	0	180	11	1	9
March	104	100%	0%	103	1	153	8	4	27
April	106	100%	0%	104	2	99	10	44	13
May	87	100%	0%	85	2	126	8	12	11
June	75	100%	0%	75	0	58	9	6	9
July	112	100%	0%	109	3	63	5	0	57
August	104	100%	0%	102	2	131	21	1	27
Sept	82	100%	0%	80	2	131	20	4	0

Mr. Credle also included the following in his report:

- Average usage of SMWA for October was 73,000 gallons/day.
- October 27, 2019 – Pumps were changed at the Courthouse sewer pump station and wastewater flow was redirected to the new wastewater treatment facility.

Motion to approve the monthly report as presented.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Ross Munro, Commissioner
AYES:	White, Krainiak, Meiggs, Riggs, Munro

There being no further matters for discussion Chairman White called for a motion to adjourn.

Motion to adjourn South Camden Water & Sewer District Board of Directors.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Clayton Riggs, Vice Chairman
AYES:	White, Krainiak, Meiggs, Riggs, Munro

Chairman White reconvened the meeting of the board of Commissioners.

ITEM 4. PUBLIC HEARINGS

A. Ordinance 2019-10-01 Rezoning Application

Motion to open the Public Hearing for Ordinance 2019-10-01 Rezoning Application.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Clayton Riggs, Vice Chairman
AYES:	White, Krainiak, Meiggs, Riggs, Munro

Planning Director Dan Porter presented the rezoning application Staff Report and Findings.

STAFF REPORT
UDO 2019-09-01
Zoning Map Amendment

PROJECT INFORMATION

File Reference:	UDO 2019-09-01	Application Received:	9/4/2019
Project Name:	N/A	By:	Dave Parks, Permit Officer
PIN:	01-8907-00-43-8620/ 01-8907-00-63-7412	Application Fee paid:	\$650.00 Check #7219
Applicant:	Waverly Sawyer	Completeness of Application:	Application is generally complete
Address:	117 Haverwood Dr. Camden, NC	Documents received upon filing of application or otherwise included:	A. Rezoning Application B. Deed C. GIS Aerial, Current zoning, Comprehensive Plan Future Land Use, CAMA Future Land Use and Suitability map, and Floodplain Maps D. Zoning Comparison WL and HC
Phone:	(252) 202-2882		
Email:			
Agent for Applicant:			
Address:			
Phone:			
Email:			
Current Owner of Record:	Applicant		
Meeting Dates:			
9/16/2019	Neighborhood		
9/18/2019	Planning Board		

REQUEST: Rezone approximately 10 acres (9 acres of farm and one acre of land where the office of Sawyer & Associates exists) and adjacent to 872 N. 343 from Working Lands (WL) to Highway Commercial (HC).

From: Working Lands (WL) Article 151.3.5.2 (Purpose Statement)

The Working Lands (WL) district is established to accommodate agriculture, agriculturally-related uses, and limited forms residential development at very low densities in rural portions of the County. The district is primarily intended to preserve and protect bona fide farms and resource lands for current or future agricultural use as well as to protect the rural character of the area. One of the primary tools for

character protection is the requirement to configure residential subdivisions of more than five lots as conservation subdivisions. The conservation subdivision approach seeks to minimize the visibility of new residential development from adjacent roadways through proper placement and screening, and allows farmers to capture a portion of the land's development potential while continuing to farm. Conservation subdivisions allow a portion of a tract or site to be developed with single-family detached homes while the balance of the site is left as conservation or agricultural land. The district also accommodates a wide range of agricultural and agricultural-related uses like "agri-tourism" as well as service and support uses to the rural community, including day care, educational uses, public safety facilities, parks, and utility features.

To: Highway Commercial (HC) Mixed Use – Article 151.3.5.6 (Purpose Statement)

The Highway Commercial district is applied to lots along the County's major roadways (e.g., US 158, US 17, NC 34, and NC 343) and is intended for automobile-oriented commercial development as well as large floorplate commercial uses and uses that require or generate truck traffic. The district also accommodates agricultural and institutional uses as well as higher density residential uses with a special use permit. New development in the HC district is grouped and configured to ensure regular lateral vehicular and pedestrian access along major transportation routes as a means of establishing a well-connected transportation system. New development is configured to maintain high visual quality along the major roadway, or is fully screened from view. Sufficient spacing and screening is included along lot lines shared with adjacent residential zoning districts to ensure compatibility. New commercial and multi-family developments in the district are subject to the design standards in Article 151.5: Development Standards.

SEE DATA

Lot size: One acre lot with existing business and 9 acres of an approximately 300 acre tract.
Flood Zone: X
Zoning District(s): Working Lands (WL)
Existing Land Uses: Existing Commercial Office building/farmland

Adjacent Zoning & Uses:	North	South	East	West
Zoning	Working Lands (WL), Neighborhood Residential (NR)	Working Lands (WL)	Working Lands (WL)	Working Lands (WL)
Use & size	Church/Housing	Farmland	Farmland	Housing/Farmland

Proposed Use(s): Commercial.

Description/History of property: There is an existing Legal Non-conforming commercial office use on the one acre lot (Office of Sawyer and Associates) with the other 9 acres adjacent to it being in farm use.

The existing office use has been in place for an estimated 20 years. Mr. Sawyer desires to use or lease the office to a tenant for use as a retail establishment which is not a permissible use with the existing zoning.

ENVIRONMENTAL ASSESSMENT

Streams, Creeks, Major Ditches:
Distance & description of nearest outfall: It appears the property drains to the south along Highway 343 to a culvert under Highway 343 which flows west out to the Pasquotank River. Property located in the Watershed that address impervious surfaces and water quality.

INFRASTRUCTURE & COMMUNITY FACILITIES

Water: South Mills water lines are located adjacent to property along North 343.
Sewer: Lines are adjacent but currently not in use.
Fire District: South Mills Fire District.
Schools: N/A.
Traffic: Generation of traffic will be at development stage.

PLANS CONSISTENCY

CAMA Land Use Plan Policies & Objectives:

Consistent Inconsistent

The CAMA Land Use Plan was adopted by the Camden County Board of Commissioners on April 4, 2005.

The proposed zoning change is inconsistent in that the Future Land Use Maps has property identified as **Low Density Residential**.

The proposed zoning change is consistent with policies P.22 and P.23 for commercial/industrial as Policies 22 and 23 state "Camden County supports industrial development along major thoroughfares and that are accessible to water/sewer."

2035 Comprehensive Plan

Consistent Inconsistent

The proposed zoning change is inconsistent with Comprehensive Plan (Adopted 2012) **Future Land Use Map as it shows the property designated as Rural Preservation**.

PLANS CONSISTENCY – cont.

Comprehensive Transportation Plan

Consistent Inconsistent

Property abuts Highway 343.

Other Plans officially adopted by the Board of Commissioners

N/A

FINDINGS REGARDING ADDITIONAL REQUIREMENTS:

Yes No **Will the proposed zoning change enhance the public health, safety or welfare?**

Reasoning: If the 10 acre property were to be developed as a commercial center it could result in increased jobs and taxes for the county.

Yes No **Is the entire range of permitted uses in the requested classification more appropriate than the range of uses in the existing classification?**

Reasoning: The range of uses in existing classification are more appropriate at this time.

The 2015 Comprehensive Plan overall strategy is to focus commercial growth in and around the village centers and maintain the rural character of the lands away from the villages.

Yes No **For proposals to re-zone to non-residential districts along major arterial roads:**

Is this an expansion of an adjacent zoning district of the same classification?

Yes No

Reasoning:

What extraordinary showing of public need or demand is met by this application? None at this time due to the location of property.

Reasoning:

Will the request, as proposed cause serious noise, odors, light, activity, or unusual disturbances?

Yes No **Reasoning:** There are uses permitted in the Highway Commercial zoning that could cause noise, odors, light, activity or increased traffic.

Does the request impact any CAMA Areas of Environmental Concern?

Yes No **Reasoning:** Property is outside any CAMA Areas of Environmental Concern.

Does the county need more land in the zoning class requested?

Yes No **Reasoning:** In the appropriate location in and around village centers.

Is there other land in the county that would be more appropriate for the proposed uses?

Yes No **Reasoning:** Based on the location and surrounding uses the property is located too far out from where the county visions these types of uses at this time.

Yes No **Will not exceed the county's ability to provide public facilities:**

The proposed zoning uses will have an impact on all public facilities, how much and what facilities will be determined at the development of the property.

Schools –

Fire and Rescue –

Law Enforcement –

Parks & Recreation –

Traffic Circulation or Parking –

Other County Facilities –

Yes No **Is This A Small Scale "Spot" Rezoning Request Requiring Evaluation Of Community Benefits?**

IF Yes (regarding small scale spot rezoning) – Applicants Reasoning:

	Personal Benefits/Impact	Community Benefits/Impact
With rezoning		
Without rezoning		

STAFF COMMENTARY:

Planning Staff makes the following recommendations for either approval or denial:

Approval:

Consistency Statement:

The proposed zoning change is consistent with policies P.22 and P.23 for commercial/industrial as Policies 22 and 23 state "Camden County supports industrial development along major thoroughfares and that are accessible to water/sewer. Sewer lines are adjacent to property, but are not active.

Application:

Recommend approval of Rezoning Application (UDO 2019-09-01) for Waverly Sawyer to rezone parcels (10 acres total) from Working Lands (WL) to Highway Commercial (HC).

Denial:

Consistency Statement:

The proposed zoning change is inconsistent with the CAMA Plan (adopted April 4, 2005 as Future Land Use Map has property identified as Low Density Residential and Comprehensive Plan Future Land Use Maps as map has property identified as Rural Preservation.

Application:

Recommend denial of Rezoning Application (UDO 2019-09-01) for Waverly Sawyer to rezone parcels (10 acres total) from Working Lands (WL) to Highway Commercial (HC).

Recommendation: Staff would like to discuss with Planning Board at meeting.

At the September 18, 2019 Planning Board meeting after discussion with applicant and staff, the following recommended motions were made:

I. Consistency Statement:

The proposed zoning change is consistent with policies P.22 and P.23 for commercial/industrial as Policies 22 and 23 state "Camden County supports industrial development along major thoroughfares and that are accessible to water/sewer. Sewer lines are adjacent to property, but are not active; and

The proposed zoning change is inconsistent with the CAMA Plan (adopted April 4, 2005 as Future Land Use Map has property identified as Low Density Residential and Comprehensive Plan Future Land Use Maps as map has property identified as Rural Preservation.

Yes No **Will not exceed the county's ability to provide public facilities:**

The proposed zoning uses will have an impact on all public facilities, how much and what facilities will be determined at the development of the property.

Schools –
 Fire and Rescue –
 Law Enforcement –
 Parks & Recreation –
 Traffic Circulation or Parking –
 Other County Facilities –

Yes No **Is This A Small Scale "Spot" Rezoning Request Requiring Evaluation Of Community Benefits?**

IF Yes (regarding small scale spot rezoning) – Applicants Reasoning:

	Personal Benefits/Impact	Community Benefits/Impact
With rezoning		
Without rezoning		

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Consistency Statement:

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Application:

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The proposed zoning change is inconsistent with the CAMA Plan (adopted April 4, 2005 as Future Land Use Map has property identified as Low Density Residential and Comprehensive Plan Future Land Use Maps as map has property identified as Rural Preservation.

Motion passed on a 4-0 vote.
 2. Application for rezoning.

Motion made to approve the rezoning application to rezone 10 acres from Working Lands (WL) to Highway Commercial (HC) as it is consistent with policies 22 and 23 as listed in the Advance Core CAMA Land Use Plan Executive Summary.

Motion passed on a 4-0 vote.

Mr. Waverly Sawyer, the applicant, addressed the Board and stated that he has no intentions of adding any other commercial use to the property other than the building currently situated on the property.

There were no further comments from the public in support of, or opposition to, the rezoning request.

Motion to close the Public Hearing.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Clayton Riggs, Vice Chairman
AYES:	White, Krainiak, Meiggs, Riggs, Munro

Motion to add Ordinance 2019-10-01 Rezoning Application to New Business as Item 5.E.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Clayton Riggs, Vice Chairman
AYES:	White, Krainiak, Meiggs, Riggs, Munro

B. Ordinance 2019-08-02 UDO Amendments

Motion to open the Public Hearing for Ordinance 2019-08-02 UDO Amendments.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Garry Meiggs, Commissioner
AYES:	White, Krainiak, Meiggs, Riggs, Munro

Planning Director Dan Porter presented the following to the Board:

After six (6) months of operating with the new Unified Development Ordinance, staff has identified a few issues that need minor changes, clarification, or reconsideration. The attached ordinance is a compilation of excerpts from various chapters with the changes numbered and highlighted. Also attached is a brief explanation with reasons for recommended changes and a copy of zoning maps for each township.

At the September 18th and October 16th Planning Board meetings Staff and Planning Board reviewed and discussed each item and made a motion recommending approving of all the changes. It should be noted that there was considerable discussion on reasons numbers 5 and 11 regarding Manufactured Homes and Subdivisions along major arterial highways.

Reasons for UDO amendments

- Article 2.3.10 (Expedited Subdivisions) Para C.4.a.8** - To clarify and be consistent with General Statutes that allow expedited subdivisions without NCDOT roads
- Article 2.3.20 (Preliminary Plat) Para C.8 and F.1** - To specify that a construction permit is one of the steps required before beginning any ground disturbing work. This assures final review of the specific details of infrastructure improvements from all agencies.
- Article 3.5.3 – (Rural Residential (RR) District) Para N and Note 6** - This requirement applied across the board makes some existing lots unbuildable and for new lots it duplicates the farmland compatibility buffer of 50 ft..
- Article 3.5.4 – Suburban Residential (SR) District) Para N and Note 6** – Same reason as Note 3 above.
- Article 4.3.10 (Principal Use Table) Manufactured Home (Singlewide/Doublewide) –** Removes both from the Working Lands (WL) Districts. Decision based on the amount of Working Lands (WL) zoning that exists and which currently permits manufactured homes. The following is a breakdown of both the Neighborhood Residential (NR) and Working Lands (WL) zoning districts on the amount of lots available that would permit Manufactured Homes:

Neighborhood Residential (2 AC or less lots)
 - Gross Total = 349
 - Within 1 mile buffer = 85
 - Outside of buffer = 264
 - # In Camden point = 125
 - Net total (gross total – 1 mile buffer – Camden point) = 139**
Working Lands (5 AC or less lots)
 - Gross Total = 470
 - Within 1 mile buffer = 66
 - Outside of buffer = 404
 - # In Camden point = 168
 - Net total (gross total – 1 mile buffer – Camden point) = 236**
- Article 4.3.10 (Principal Use Table) Mobile Home** - This classifies any manufactured housing built before 1976 to be a mobile home and prohibits them in the county except if exiting occupied units.

- Article 4.3.10 (Principal Use Table) Educational Facilities** - Adds a specific type of use – private specialty classes – that is not included in the table of permitted uses.
- Article 4.4.2 (Residential Uses) Para D.1.o and Para E.1.h** - Prohibits manufactured housing within 1 mile of villages boundaries regardless of zoning district.
- Article 4.5.5 (Standards for Specific Accessory Uses) – Accessory Dwelling Units** – Planning Board member brought up the discussion on the size limits to the Planning Board and Staff. After discussion it was recommended that the percentage (40%) of floor area be deleted and that the size shall be a minimum of 300 sf to a maximum of 1200 sf of floor area.
- Article 5.14.11 (Sign Standards in Commercial Districts)** - Increases wall sign coverage to that which was recommended by staff and agreed to but not included in final vote on changes. (due to tunnel vision about pole signs)
- Article 6.1.5 (Access to Lots)** - As written the current language would not allow creation of any new lots with curb cuts along these roads.
- Article 10.3 (Definitions)** - Based on #11 above it is likely to result in short cul-de-sacs with minor subdivision. The presence of the cul-de-sacs would be a road extension and flip the project to the major subdivision definition and process. Also the change would allow and possibly encourage creation of less linear minor subdivisions on cul-de-sacs reducing curb cuts on any roads.

Mr. Porter also entered into record the following correspondence from Brad Lovin, Executive Director of the North Carolina Manufactured and Modular Homebuilders Association (NCMHA):

Dan Porter

From: Ken Bowman <kbowman@camdencountync.gov>
Sent: Friday, November 01, 2019 5:43 AM
To: Dan Porter
Cc: 'Dave Parks'
Subject: FW: [External] Camden County- Zoning Ordinance Amendment Public hearing

Importance: High

Dan,
Please see the email below from Tom White, North Carolina Manufactured and Modular Homebuilders Association is requesting the BoC not adopt the proposed amendments to the Camden County Unified Development Ordinance that place restrictions on manufactured homes.

Ken Bowman
County Manager
PO Box 190
380 East Highway 138
Camden, NC 27921
252-338-6363
252-331-7831 Fax

From: Tom White [mailto:tomwhite@camdencountync.gov]
Sent: Friday, November 01, 2019 9:00 AM
To: kbowman@camdencountync.gov
Subject: Fwd: [External] Camden County- Zoning Ordinance Amendment Public hearing

Sent from my iPhone

Begin forwarded message:

From: brad@nc-mha.org
Date: October 31, 2019 at 12:12:07 PM EDT
To: tomwhite@camdencountync.gov, criga@camdencountync.gov, rmeigs@camdencountync.gov, kbowman@camdencountync.gov, msuon@camdencountync.gov
Subject: [External] Camden County- Zoning Ordinance Amendment Public hearing

Dear Camden County Commissioners,
By way of introduction, my name is Brad Lovin and I am the Executive Director of the North Carolina Manufactured and Modular Homebuilders Association (NCMHA). We are a state-wide trade association that represents the manufactured and modular homebuilding industry in NC. Our membership is about 1,500 companies and includes; manufacturers, retailers, developers, community owners, set-up contractors and service suppliers.

It has come to my attention that the Camden County Commissioners will be holding a public hearing on Monday night (Nov. 4th) to discuss amendments to the Camden County Unified

Development Ordinance. Furthermore, I understand some of the amendments will severely restrict the placement and availability of manufactured homes within the Camden County Zoning authority. We ask that you not adopt this zoning amendment(s) and find ways to include more manufactured homes with your zoning district.

Many families in Camden County live in manufactured homes either by choice or necessity. Manufactured homes provides an affordable housing option for families looking for the American dream of homeownership. At a time when affordable housing is at a crisis point, we would hope that Camden County would seek to make it easier not more difficult for affordable housing. In fact, the NC General Assembly recognizes the importance of manufactured housing and updated the NC General Statutes this past July to include the following language:

"The General Assembly finds that manufactured housing offers affordable housing opportunities for low- and moderate-income residents of this State who could not otherwise afford to own their own home. The General Assembly further finds that some local governments have adopted zoning regulations that severely restrict the placement of manufactured homes. It is the intent of the General Assembly in enacting this section that local governments reexamine their land-use practices to assure compliance with applicable statutes and case law and consider allocating more residential land area for manufactured homes based upon local housing needs. For purposes of this section, the term "manufactured home" is defined as provided in G.S. 143-145(7). A local government may not adopt or enforce zoning regulations or other provisions that have the effect of excluding manufactured homes from the entire zoning jurisdiction or that exclude manufactured homes based on the age of the home. A local government may adopt and enforce appearance and dimensional criteria for manufactured homes."

Again we are asking that you not place severe restrictions on manufactured homes and not adopt restrictive zoning ordinances that hurt families in Camden County looking to live in a manufactured home. As an alternative to adopting this ordinance, we would welcome the opportunity to work with your staff to come up with a less restrictive and more appropriate zoning ordinance for manufactured homes. We have many resources and model zoning ordinances from other counties in NC to use as a template.

I also ask that this correspondence be placed in the public hearing minutes for record keeping.

Thank you for your time and attention. Please do not hesitate to contact me if you have any question or need additional information.

Brad Lovin
NCMHA
(919) 872-2740
www.NC-MHA.org

There were no further comments from the public in support of, or in opposition to, the proposed amendments to the Unified Development Ordinance.

Motion to close the Public Hearing.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Garry Meiggs, Commissioner
AYES:	White, Krainiak, Meiggs, Riggs, Munro

Motion to add Ordinance 2019-08-02 UDO Amendments to New Business as Item 5.F.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Clayton Riggs, Vice Chairman
AYES:	White, Krainiak, Meiggs, Riggs, Munro

ITEM 5. NEW BUSINESS

A. Monthly Tax Report – Lisa Anderson

<u>OUTSTANDING TAX DELINQUENCIES BY YEAR</u>		
<u>YEAR</u>	<u>REAL PROPERTY</u>	<u>PERSONAL PROPERTY</u>
2018	118,445.62	3,318.25
2017	38,586.98	3,394.83
2016	16,904.71	2,357.47
2015	11,214.35	1,034.77
2014	12,164.16	1,228.71
2013	8,264.13	4,851.16
2012	6,524.06	7,792.41
2011	4,769.87	6,437.32
2010	4,244.84	4,642.02
2009	3,978.27	4,513.59

TOTAL REAL PROPERTY TAX UNCOLLECTED	225,096.99
TOTAL PERSONAL PROPERTY UNCOLLECTED	39,570.53
TEN YEAR PERCENTAGE COLLECTION RATE	99.63%
COLLECTION FOR 2019 vs. 2018	7,885.69 vs. 10,078.25
<u>LAST 3 YEARS PERCENTAGE COLLECTION RATE</u>	
2018	98.38%
2017	99.41%
2016	99.71%

<u>EFFORTS AT COLLECTION IN THE LAST 30 DAYS</u>	
ENDING September <u>2019</u>	
<u>BY TAX ADMINISTRATOR</u>	
<u>34</u>	NUMBER DELINQUENCY NOTICES SENT
<u>11</u>	FOLLOWUP REQUESTS FOR PAYMENT SENT
<u>4</u>	NUMBER OF WAGE GARNISHMENTS ISSUED
<u>9</u>	NUMBER OF BANK GARNISHMENTS ISSUED
<u>12</u>	NUMBER OF PERSONAL PHONE CALLS MADE BY TAX ADMINISTRATOR TO DELINQUENT TAXPAYER
<u>0</u>	NUMBER OF PERSONAL VISITS CONDUCTED (COUNTY OFFICES)
<u>0</u>	PAYMENT AGREEMENTS PREPARED UNDER AUTHORITY OF TAX ADMINISTRATOR
<u>0</u>	NUMBER OF PAYMENT AGREEMENTS RECOMMENDED TO COUNTY ATTORNEY
<u>0</u>	NUMBER OF CASES TURNED OVER TO COUNTY ATTORNEY FOR COLLECTION (I.D. AND STATUS)
<u>0</u>	REQUEST FOR EXECUTION FILES WITH CLERK OF COURTS
<u>1</u>	NUMBER OF JUDGMENTS FILED

30 Largest Unpaid – Real

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
R	01-7989-00-01-1714.0000	8,080.29	10	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	02-8937-00-50-8036.0000	6,148.38	1	CLEVELAND WALSTON LE	CAMDEN	187 HERMAN ARNOLD RD
R	02-8934-01-18-6001.0000	6,080.72	1	LINDA SUE LAMB HINTON	CAMDEN	150 158 US W
R	02-8934-01-17-4778.0000	5,094.04	2	LARRY G. LAMB SR	CAMDEN	152 158 US W
R	03-8899-00-45-2682.0000	4,392.64	10	SEAMARK INC.	SHILOH	HOLLY RD
R	01-7998-01-08-6797.0000	4,116.62	1	EDWARD E. HARRIS JR.	SOUTH MILLS	1295 343 HWY N
R	02-8935-02-66-7093.0000	3,817.05	1	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	03-8899-00-16-2671.2425	3,156.88	1	SPRING LOTUS LLC	SHILOH	141 EDGEWATER DR
R	02-8934-01-29-4617.0000	3,106.99	1	JAMES B. SEYMOUR ETAL	CAMDEN	112 158 US W
R	02-8934-01-18-8282.0000	2,746.15	1	BRIDGET CARTWRIGHT JOHNSON	CAMDEN	144 158 US W
R	03-9809-00-23-8838.0000	2,470.25	1	WILLIAM DAVID BYRUM	SHILOH	112 HIGH RD
R	02-8944-00-51-7111.0000	2,400.06	1	FLOYD & JUNE T. ETHERIDGE	CAMDEN	110 BILLETS BRIDGE RD
R	02-8945-00-53-1518.0000	2,359.83	1	GARY D. & BETH A. LOYD	CAMDEN	115 LISTER DR
R	02-8935-01-08-8786.0000	2,268.66	1	LINWOOD GREGORY	CAMDEN	253 SLEEPY HOLLOW RD
R	02-8945-00-41-2060.0000	2,213.09	1	LAELLE ETHERIDGE SR. HEIRS	CAMDEN	168 BUSHELL RD
R	03-8962-00-67-1021.0000	2,182.86	2	CEDIL BARNARD HEIRS	SHILOH	WICKHAM RD
R	01-7080-00-62-1977.0000	2,062.78	9	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	01-7090-00-64-4058.0000	2,056.11	1	GODFREY RIDDICK	SOUTH MILLS	131 LILLY RD
R	03-8943-04-93-8214.0000	2,052.32	10	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	02-8934-01-18-8072.0000	2,042.88	1	ARNOLD AND THORNLEY, INC.	CAMDEN	146 158 US W
R	01-7988-00-91-0179.0001	2,028.10	10	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	03-8952-00-95-8737.0000	1,993.94	1	AUDREY TILLET	SHILOH	171 NECK RD
R	02-8944-00-36-1417.0000	1,927.24	1	ROSA ALICE FEREBEE HEIRS	CAMDEN	165 IVY NECK RD
R	01-7998-01-09-7155.0000	1,903.52	1	CORNELIUS P & GLORIA E PAXTON	SOUTH MILLS	1298 343 HWY N
R	01-7090-00-70-3221.0000	1,861.12	1	LONZO FISHER GREGORY	SOUTH MILLS	406 OLD SWAMP RD
R	02-8944-00-99-1027.0000	1,841.50	1	JOHNNIE MERCER HEIRS	CAMDEN	MCKIMMERY RD
R	01-7999-00-32-3510.0000	1,827.31	1	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
R	02-8943-01-17-1673.0000	1,807.18	1	MILDRED A. HAVRILLA	CAMDEN	374 COUNTRY CLUB RD
R	01-7999-00-12-8596.0000	1,760.33	1	MOSES MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD
R	03-8965-00-37-4242.0000	1,751.87	1	DORA EVANS FORBES	SHILOH	352 SANDY HOOK RD

30 Oldest Unpaid – Real

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
R	01-7989-00-01-1714.0000	10	8,080.29	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8899-00-45-2682.0000	10	4,392.64	SEAMARK INC.	SHILOH	HOLLY RD
R	01-7080-00-62-1977.0000	10	2,062.78	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	03-8943-04-93-8214.0000	10	2,052.32	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	01-7988-00-91-0179.0001	10	2,028.10	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	03-8952-00-95-8737.0000	10	1,993.94	AUDREY TILLET	SHILOH	171 NECK RD
R	01-7999-00-32-3510.0000	10	1,927.24	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
R	01-7999-00-12-8596.0000	10	1,760.33	MOSES MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD
R	01-7989-04-60-1568.0000	10	1,000.71	EMMA BRIT HEIRS	SOUTH MILLS	116 BLOODFIELD RD
R	01-7989-04-60-1954.0000	10	976.47	CHRISTINE RIDDICK	SOUTH MILLS	105 BLOODFIELD RD
R	03-8962-00-50-0273.0000	10	900.00	DAISY WILLIAMS BURNHAM	SHILOH	RAYMONS CREEK RD
R	01-7090-00-60-5052.0000	10	767.56	JOE GRIFFIN HEIRS	SOUTH MILLS	117 GRIFFIN RD
R	03-9809-00-24-6322.0000	10	627.21	DAVID B. KIRBY	SHILOH	499 SAILBOAT RD
R	02-8955-00-13-7846.0000	10	588.25	MARIE MERCER	CAMDEN	IVY NECK RD
R	02-8936-00-24-7426.0000	10	585.99	BERNICE PUGH	CAMDEN	113 BOURBON ST
R	03-8980-00-61-1968.0000	10	281.80	WILLIAMSBURG VACATION	SHILOH	CAMDEN POINT RD
R	01-7090-00-95-5262.0000	10	248.84	JOHN F. SAWYER HEIRS	SOUTH MILLS	OLD SWAMP RD
R	03-9809-00-45-1097.0000	10	202.10	MICHAEL OBER	SHILOH	CENTERPOINT RD
R	03-8980-00-37-0046.0000	10	154.57	ELIZABETH LOGG	SHILOH	HIBISCUS
R	03-9809-00-17-2482.0000	10	140.15	TODD ALLEN RIGGS	SHILOH	LITTLE CREEK RD
R	03-8980-00-84-0931.0000	9	220.38	CARL TRUSCHER	SHILOH	218 BROAD CREEK RD
R	01-7998-01-08-6797.0000	8	4,116.62	EDWARD E. HARRIS JR.	SOUTH MILLS	1295 343 HWY N
R	03-8962-00-04-9097.0000	8	2,182.86	CECIL BARNARD HEIRS	SHILOH	NECK RD
R	03-8990-00-64-8379.0000	8	940.48	CHRISTOPHER PROST-JOHNSON	SHILOH	LITTLE CREEK RD
R	02-8935-01-07-0916.0000	8	710.94	ROSETTA MERCER INGRAM	CAMDEN	227 SLEEPY HOLLOW RD
R	03-8962-00-70-7529.0000	8	593.58	MARY SNOWDEN	SHILOH	WICKHAM RD
R	01-7989-04-90-0938.0000	8	541.44	DORIS EASON	SOUTH MILLS	1352 343 HWY N
R	03-8962-00-60-7648.0000	8	281.11	FRANK WRIGHT ETAL	WICKHAM RD	WICKHAM RD
R	03-8965-00-37-4242.0000	7	1,751.87	DORA EVANS FORBES	SHILOH	352 SANDY HOOK RD
R	01-7091-00-64-6569.0000	7	1,190.03	CLARENCE D. TURNER JR.	SOUTH MILLS	STINGY LN

30 Largest Unpaid – Personal

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
P	0001709	2,252.98	10	JOHN MATTHEW CARTER	CAMDEN	158 HWY
P	0001538	751.18	9	JEFFREY EDWIN DAVIS	CAMDEN	431 158 US W
P	0001046	712.40	10	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0000738	680.34	8	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0001072	587.82	10	PAM BUNDY	SHILOH	105 ARON DR
P	0001827	483.28	7	KAREN BUNDY	CAMDEN	431 158 US W
P	0001104	469.71	2	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0002194	431.34	4	DAVID LEE HALL JR	SHILOH	849 SANDY HOOK RD S
P	0000295	412.03	2	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0001230	411.11	7	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0001681	366.10	7	STEVE WILLIAMS	CAMDEN	150 158 HWY W
P	0000297	349.77	2	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN
P	0000466	314.96	1	LAMBS OF CAMDEN	CAMDEN	152 HWY 158 W
P	0000846	294.16	3	TOAN TRINH	SHILOH	229 SAILBOAT RD
P	0001694	288.99	7	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0000772	288.86	4	COSBY BAKER	SOUTH MILLS	114 BINGHAM RD
P	0002924	272.82	1	PAUL BEAUMONT	SHAWBORO	106 DERFIELD TRL
P	0001693	261.90	10	ALLIANCE NISSAN	CAMDEN	158 HWY W
P	0001638	259.82	2	ERIC JASON WOODARD	SOUTH MILLS	612 MAIN LOT 12
P	0001106	248.38	10	JAMI ELIZABETH VANHORN	SOUTH MILLS	612 MAIN ST
P	0001952	238.91	7	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	7 PONDEROSA RD
P	0000905	232.45	1	KEVIN & STACY ANDERSON	SHILOH	111 ARON DR
P	0002442	200.37	2	GERALD WHITE STALLS JR	SOUTH MILLS	116 CHRISTOPHERS WAY
P	0001546	177.59	1	GEORGE ROWLAND	CAMDEN	431 158 US W
P	0001673	177.05	10	THOMAS PHILLIP WINSLOW	CAMDEN	158 HWY W
P	0002194	144.96	1	AARON MICHAEL WHITE	SHILOH	849 SANDY HOOK RD S
P	0001092	140.55	8	JANET LEARY	SOUTH MILLS	LINTON ROAD
P	0001976	137.83	1	ANA ALCIA MARTINEZ LOPEZ	SOUTH MILLS	110 ARON DR
P	0001150	136.45	2	WILLIAM MICHAEL STONE	CAMDEN	130 MILL DAM RD S
P	0001408	129.96	1	SHELLY MARIE AMMON	SOUTH MILLS	612 MAIN STREET

30 Oldest Unpaid – Personal

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
P	0001709	10	2,252.98	JOHN MATTHEW CARTER	CAMDEN	158 HWY
P	0001538	10	751.18	JEFFREY EDWIN DAVIS	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0001046	10	712.40	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0000738	10	680.34	LESLIE ETHERIDGE JR	CAMDEN	
P	0001072	10	587.82	PAM BUNDY	SHILOH	105 AARON DR
P	0001693	10	261.90	ALLIANCE NISSAN	CAMDEN	158 HWY W
P	0001106	10	248.38	JAMI ELIZABETH VANHORN	SOUTH MILLS	612 MAIN ST
P	0001673	10	177.05	THOMAS PHILLIP WINSLOW	CAMDEN	158 HWY W
P	0000248	10	128.38	ROBERT H. OWENS	CAMDEN	A STREET
P	0000316	10	115.56	JAMES P. JONES	CAMDEN	142 SANDHILLS RD
P	0001827	9	483.28	KAREN BUNDY	CAMDEN	431 158 US W
P	0001722	8	140.25	JANET LEARY	SOUTH MILLS	LINTON ROAD
P	0001639	8	123.29	CAREY FARMS, INCORPORATED	SOUTH MILLS	202 SHARON CHURCH
P	0001230	7	411.11	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0001681	7	366.10	STEVE WILLIAMS	CAMDEN	150 158 HWY W
P	0001694	7	288.99	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0001952	7	238.91	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
P	0000772	6	288.86	COSBY BAKER	SOUTH MILLS	114 BINGHAM RD
P	0002194	4	431.34	DAVID LEE HALL JR	SHILOH	849 SANDY HOOK RD S
P	0001638	4	259.82	ERIC JASON WOODARD	SOUTH MILLS	612 MAIN LOT 12
P	0000908	4	232.45	KEVIN & STACY ANDERSON	SHILOH	111 AARON DR
P	0000295	3	412.03	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0000466	3	314.96	LAMBS OF CAMDEN	CAMDEN	152 HWY 158 W
P	0000846	3	294.16	TOAN TRINH	SHILOH	229 SAILBOAT RD
P	0000385	3	121.17	MARK SANDERS OVERMAN	SHAWBORO	116 GARRINGTON ISLAND
P	0000772	3	120.68	CYNTHIA MAE BLAIN	SOUTH MILLS	122 DOCK LANDING LOOP
P	0000770	3	108.00	MARSHA GAIL BOGUES	CAMDEN	276 BELCROSS RD
P	0002079	3	106.35	OCTAVIUS BANKS TIT	SOUTH MILLS	262 OLD SWAMP RD
P	0001104	2	469.71	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0000297	2	349.77	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN

Motion to approve the tax report as presented.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Ross Munro, Commissioner
AYES:	White, Krainiak, Meiggs, Riggs, Munro

B. Step & Grade Salary Scale

County Manager Ken Bowman presented the Step & Grade Salary Scale to the Board of Commissioners.

The Step & Grade Salary Scale is proposed as a result of a Classification and Compensation study that was performed by Springsted Incorporated in 2008. The recommendations from this study were never fully implemented which has resulted in a situation called Pay Compression. This often happens when current employee pay raises don't keep up with increases in the market pay rate-resulting in a situation in which new hires are hired in at levels similar to employees who have been with the organization for many years.

The periodic review, which comes with completion of a comprehensive classification and compensation update, enables an organization to account for changes in use of technology, changes in work processes, tools and equipment, and other factors that can affect job responsibilities. In today's fast-paced world of technological change, this is especially important as almost every governmental process is affected by advancements in technology and, as this occurs, employees' skills, knowledge, and abilities, as well as their proficiency in the use of required tools and equipment, changes. Changes in job requirements, such as addition of new programs or assumption of duties for a vacated position, sometimes results in a new pay grade assignment. In order to properly maintain the compensation system, an ongoing process is needed to review job responsibilities and job class assignment to pay grades to ensure jobs are properly compensated. As the County continues to experience growth and change, it will also be important to offer competitive salaries to attract the best staff possible to serve the citizens of Camden County.

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
1	22,093	22,645	23,211	23,792	24,387	24,996	25,621	26,262	26,918	27,591
2	23,860	24,457	25,068	25,695	26,337	26,996	27,671	28,363	29,072	29,798
3	25,769	26,414	27,074	27,751	28,444	29,156	29,884	30,632	31,397	32,182
4	27,831	28,527	29,240	29,971	30,720	31,488	32,275	33,082	33,909	34,757
5	30,057	30,809	31,579	32,368	33,178	34,007	34,857	35,729	36,622	37,537
6	32,462	33,273	34,105	34,958	35,832	36,728	37,646	38,587	39,552	40,540
7	35,059	35,935	36,834	37,755	38,698	39,666	40,657	41,674	42,716	43,784
8	37,864	38,810	39,780	40,775	41,794	42,839	43,910	45,008	46,133	47,286
9	40,893	41,915	42,963	44,037	45,138	46,266	47,423	48,608	49,824	51,069
10	44,164	45,268	46,400	47,560	48,749	49,968	51,217	52,497	53,810	55,155
11	47,697	48,890	50,112	51,365	52,649	53,965	55,314	56,697	58,114	59,567
12	51,513	52,801	54,121	55,474	56,861	58,282	59,739	61,233	62,763	64,333
13	55,634	57,025	58,450	59,912	61,409	62,945	64,518	66,131	67,785	69,479
14	60,085	61,587	63,126	64,705	66,322	67,980	69,680	71,422	73,207	75,037
15	64,891	66,514	68,177	69,881	71,628	73,419	75,254	77,136	79,064	81,040
16	70,083	71,835	73,631	75,471	77,358	79,292	81,274	83,306	85,389	87,524
17	75,689	77,582	79,521	81,509	83,547	85,636	87,776	89,971	92,220	94,526
18	81,744	83,788	85,883	88,030	90,231	92,486	94,799	97,169	99,598	102,088
19	88,284	90,491	92,753	95,072	97,449	99,885	102,382	104,942	107,566	110,255
20	95,347	97,730	100,174	102,678	105,245	107,876	110,573	113,337	116,171	119,075

Steps = 2.5%
Grades = 8%

Exclusions: Any employee hired in a capacity that is not Full Time or Permanent Part-time

Progression through Steps
1-4 = 1 year
5-7 = 2 years
8-10 = 3 years

Merit Increases
1= Bonus = Money
Line Item in Budget - Certain Dollar Amount
Certain Percentage of the Budgeted Bonus allowed

OR

2= Step in Grade
Upon Department Head recommendation and Manager approval a step increase annually.

Motion to approve the Step & Grade Salary Scale as presented to go into effect January 1, 2020.

RESULT: PASSED [UNANIMOUS]
MOVER: Garry Meiggs, Commissioner
AYES: White, Krainiak, Meiggs, Riggs, Munro

C. Finance Officer Appointment – Ken Bowman

A number of highly qualified applicants were interviewed to fill the Finance Officer vacancy. Stephanie Jackson, currently the Interim Finance Officer, was recommended by the interview panel for appointment.

Motion to appoint Stephanie Jackson as Finance Officer effective November 4, 2019 with a salary of \$65,922.

RESULT: PASSED [UNANIMOUS]
MOVER: Clayton Riggs, Vice Chairman
AYES: White, Krainiak, Meiggs, Riggs, Munro

D. County Manager Salary / Leave

Chairman White stated that a review of the County Manager’s performance evaluation had been discussed during Closed Session. As a result of that discussion, the agenda was amended to allow for the addition of this item for consideration by the Board.

Motion to accept and approve the annual evaluation of the County Manager with a 7 percent salary increase and 80 additional hours of vacation leave, effective January 1, 2010 and to amend the current contract accordingly.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Garry Meiggs, Commissioner
AYES:	White, Krainiak, Meiggs, Riggs, Munro

E. Ordinance 2019-10-01 Rezoning Application

Commissioner Garry Meiggs requested to be recused from consideration of this matter due to family ties to the applicant. He stated that he in no way has any financial or ownership interests, or otherwise, relating to the property being considered in the application.

Motion to allow Commissioner Meiggs to be recused from consideration of Ordinance 2019-10-01 Rezoning Application.

RESULT:	PASSED [4-0]
MOVER:	Clayton Riggs, Vice Chairman
AYES:	White, Krainiak, Riggs, Munro

Commissioner Meiggs did not participate in any discussion or consideration of this matter.

Motion that the proposed zoning change is consistent with the CAMA Land Use Plans Executive Summary policies P.22 and P.23 for commercial/industrial as Policies P.22 and P.23 state Camden County supports industrial development along major thoroughfares and that are accessible to water/sewer.

RESULT:	PASSED [4-0]
MOVER:	Clayton Riggs, Vice Chairman
AYES:	White, Krainiak, Riggs, Munro
RECUSED:	Meiggs

Motion to approve Ordinance 2019-10-01 to rezone properties from Working Lands (WL) to Highway Commercial (HC) as zoning change is consistent with policies P.22 and P.23 of the CAMA Plan as Camden County supports industrial development along major thoroughfares that are accessible to water/sewer.

RESULT:	PASSED [4-0]
MOVER:	Ross Munro, Commissioner
AYES:	White, Krainiak, Riggs, Munro
RECUSED:	Meiggs

Motion to amend the Future Land Use Maps of the Comprehensive Plan and CAMA Land Use Plan.

RESULT:	PASSED [4-0]
MOVER:	Randy Krainiak, Commissioner
AYES:	White, Krainiak, Riggs, Munro
RECUSED:	Meiggs

Ordinance No. 2019-10-01
An Ordinance
Amending the Camden County
Zoning Map
Camden County, North Carolina

Article I: Purpose

The purpose of this Ordinance is to amend the Zoning Map of Camden County, North Carolina, which was originally adopted by the County Commissioners on December 20, 1993, and subsequently amended.

Article II. Amendment to Zoning Map

The Official Zoning Map of Camden County, North Carolina, which was adopted on December 20, 1993, and subsequently amended, is hereby amended as follows:

The properties currently shown in the Camden County Tax Assessor's Office as PIN 01-8907-00-43-8620 and 9 acres of road frontage out of PIN 01-800700-65-3412 are hereby re-zoned from Working Lands (WL) to Highway Commercial (HC).

Article III. Penalty

1. Violations of the provision of this Ordinance or failure to comply with any of its Requirements, including violations of any conditions and safeguards established in connection with grants of variances or Special Use or Conditional Use Permits, shall constitute a misdemeanor, punishable by a fine of up to five-hundred (\$500) dollars or a maximum thirty (30) days imprisonment as provided in G. S. 14-4.
2. Any act constituting a violation of the provisions of this Ordinance or a failure to comply with any of its requirements, including violations of any conditions and safeguards established in connection with the grants of variances or Special Use or Conditional Use Permits, shall also subject the offender to a civil penalty of one-hundred (\$100) dollars for each day the violation continues. If the offender fails to pay the penalty within ten (10) days after being cited for a violation, the penalty may be recovered by the county in a civil action in the nature of debt. A civil penalty may not be appealed to the Board of Adjustment if the offender was sent a final notice of violation in accordance with Article 151.568 and did not take an appeal to the Board of Adjustment within the prescribed time.
3. This Ordinance may also be enforced by any appropriate equitable action.

4. Each day that any violation continues after notification by the administrator that such violation exists shall be considered a separate offense for purposes of the penalties and remedies specified in this section.
5. Any one, all or any combination of the foregoing penalties and remedies may be used to enforce this Ordinance.

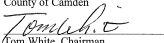
Article IV. Severability

If any language in this Ordinance is found to be invalid by a court of competent jurisdiction or other entity having such legal authority, then only the specific language held to be invalid shall be affected and all other language shall be in full force and effect.

Article V. Effective Date

This Ordinance is effective upon adoption.

Adopted by the Board of Commissioners for the County of Camden this 4th day of November, 2019.

County of Camden

 Tom White, Chairman
 Camden County Board of Commissioners

ATTEST:


 Karen M. Davis
 Clerk to the Board of Commissioners



F. Ordinance 2019-08-02

Motion to approve the UDO Amendments as recommended by Planning Board and Staff.

RESULT: PASSED [UNANIMOUS]
MOVER: Clayton Riggs, Vice Chairman
AYES: White, Krainiak, Meiggs, Riggs, Munro

Ordinance No. 2019-08-02

An Ordinance
Amending the Camden County
Unified Development Ordinance
Camden County, North Carolina

BE IT ORDAINED BY THE CAMDEN COUNTY BOARD OF COMMISSIONERS as follows:

Article I: Purpose

The purpose of this Ordinance is to amend the Camden County Unified Development Ordinance of Camden County, North Carolina, which was originally adopted by the County Commissioners on December 15, 1997 and subsequently revised on February 4, 2019.

Article II. Construction

For purposes of this Ordinance, underlined words (underlined) shall be considered as additions to existing Ordinance language and strikethrough words (~~strikethrough~~) shall be considered deletions to existing language. New language of proposed ordinance shall be shown in *italics (italics)* and underlined.

Article III. Amend Chapter 151 as amended of the Unified Development which shall read as follows:

CHAPTER 151: UNIFIED DEVELOPMENT

2.3.10 EXPEDITED SUBDIVISION

C. Expedited Subdivision Procedure

4. Review Standards

- a. An expedited subdivision shall be approved if the application complies with the following:
 1. The expedited subdivision plat is on a sheet or sheets suitable for recording with the Camden County Register of Deeds;
 2. The expedited subdivision plat is prepared and sealed by a licensed professional land surveyor or licensed professional engineer;
 3. The expedited subdivision plat complies with all applicable standards in this Ordinance and Section 47-30 of the North Carolina General Statutes;
 4. The expedited subdivision plat includes all required certification;

5. The applicant has secured all required State and federal permit approvals;
6. All lots have been certified by Albemarle Regional Health Services (ARHS) as capable of accommodating the wastewater generated from the proposed use, in cases when the lot(s) is not served by a centralized wastewater system;
7. All lots in the expedited subdivision comply with the applicable dimensional requirements for the zoning district where located;
8. The lot is served by a NCDOF-maintained roadway, or a right-of-way constructed to and maintained in accordance with NCDOT standards, *or a minimum 45' easement*; and
9. No land included in an expedited subdivision application shall have been the subject of an expedited subdivision application approval within the preceding ten years.

2.3.20 PRELIMINARY PLAT

A. Purpose and Intent

1. The purpose for the preliminary plat procedure is to establish a fair, consistent, and predictable procedure for the review of requests to divide land into a series of lots for development or sale in ways that promote the health, safety, and welfare of the citizens of Camden County. The intent of these standards is to ensure:
 2. Orderly growth and development;
 3. Coordination of transportation and utility networks;
 4. Coordination between capital improvement expenditures and the location of development;
 5. Preservation of open space for purposes of recreation or natural resource protection;
 6. Protection from flooding, damaging sedimentation, and decreased surface water quality; and
 7. Distribution of population in ways that supports infrastructure investment and diminishes the impact of traffic and overcrowding.

B. Applicability

Divisions of land that do not qualify as an exempt subdivision (see Section 2.3.9, Exempt Subdivision), expedited subdivision (see Section 2.3.10, Expedited Subdivision), minor subdivision (see Section 2.3.18, Minor Subdivision), or transfer plat (see Section 2.3.24, Transfer Plat) shall be reviewed and decided as a preliminary plat in accordance with these standards. Figure 2.3.20.B, Preliminary Plat, shows a typical hypothetical preliminary plat.

C. Preliminary Plat Review Procedure

1. Pre-Application Conference

- a. Applicable (see Section 2.2.2, Pre-Application Conference).
- b. Except for subdivisions where all lots shall be served by a central wastewater system, applications for an preliminary plat shall include an evaluation from Albemarle Regional Health Services indicating that an on-site wastewater system may be used on each lot included in the subdivision.

2. Neighborhood Meeting

- a. Applicable (see Section 2.2.3, Neighborhood Meeting).

3. Application Submittal

- a. Applicable (see Section 2.2.4, Application Submittal).
- b. A preliminary plat shall be prepared by a licensed professional surveyor, registered professional landscape architect, or licensed professional engineer.
- c. A preliminary plat application shall include either a conceptual or final stormwater management plan prepared in accordance with the standards in Section 7.1, Stormwater Management.
- d. Concurrent submittal of a preliminary plat application and a final plat application is prohibited except in cases where there are no extensions of public right-of-way or public utilities.
- e. In cases where a preliminary plat is part of a larger phased development, the application materials shall illustrate all various stages and phases of the development as well as the schedule for completion of public and private improvements associated with the development.

4. Staff Review and Action

- a. Applicable (see Section 2.2.5, Staff Review and Action).
- b. The UDO Administrator shall review the application and may submit it to the Technical Review Committee, as appropriate, for further technical review.
- c. The UDO Administrator shall prepare a staff report and the UDO Administrator shall prepare a staff report and provide a recommendation in accordance with Section 2.3.20.D, Preliminary Plat Review Standards.

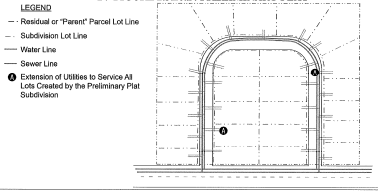
FIGURE 2.3.20.C: PRELIMINARY PLAT PROCEDURE



5. Review by Planning Board

- a. Applicable (see Section 2.2.8, Review by Planning Board, and Section 2.2.7, Public Meetings and Hearings).
- b. The Planning Board, following review during a public meeting, shall make a recommendation on an application in accordance with Section 2.3.20.D, Preliminary Plat Review Standards.

D. FIGURE 2.3.20.B: PRELIMINARY PLAT



6. Public Notice

- a. Applicable (see Section 2.2.6, Public Notice).

7. Review and Decision by Board of Commissioners

- a. Applicable (see Section 2.2.9, Action by Review Authority).
- b. The Board of Commissioners, after the conclusion of a legislative public hearing, shall review and decide the application in accordance with Section 2.3.20.D, Preliminary Plat Review Standards. The decision shall be the one of the following:
 - 1. Approval of the preliminary plat as proposed;
 - 2. Approval of a revised preliminary plat; or
 - 3. Denial of the preliminary plat.

8. Approval to Proceed

- a. Following approval of a preliminary plat by the Board of Commissioners, approval of the final stormwater plan, and issuance of all required state and federal approvals, the applicant may proceed with an application for a fill permit *Construction Permit*, to undertake land disturbing activities, or for a building permit *to install public utilities in cases where no fill permit is required*. Final plats shall be reviewed and decided by the UDO Administrator in accordance with Section 2.3.12, Final Plat.

D. Preliminary Plat Review Standards

1. An application for a preliminary plat shall be approved, provided:
 - a. The preliminary plat is prepared and sealed by a licensed professional land surveyor, registered professional landscape architect, or licensed professional engineer;
 - b. The preliminary plat complies with the applicable standards in Section 47-30 of the North Carolina General Statutes;
 - c. The preliminary plat includes all required certifications;
 - d. All lots have been certified by Albemarle Regional Health Services as capable of accommodating the wastewater generated from the proposed use, in cases when the lot(s) is not served by a centralized wastewater system;
 - e. The preliminary plat is in substantial conformance with all applicable requirements in ARTICLE 151.6, Subdivision Requirements;
 - f. The preliminary plat complies with all standards and conditions of any applicable permits and development approvals;
 - g. All lots shall be served by a NCDOT-maintained roadway or a right-of-way constructed to and maintained in accordance with NCDOT standards;
 - h. The name of the subdivision shall not duplicate or be similar to the name of an existing subdivision in Camden County or Pasquotank County;
 - i. In cases where land subject to a preliminary plat is located within an AEC, approved preliminary plats shall bear a certification from the NC Division of Coastal Management certifying compliance with all AEC requirements; and
 - j. The preliminary plat complies with all other applicable requirements in this Ordinance and the County Code of Ordinances.
2. Preliminary plats of land located within the special flood hazard area shall comply with the standards in Section 3.8.3, Special Flood Hazard Area Overlay (SFHA), and include the following statement:

"Use of land within a floodplain or a special flood hazard area is substantially restricted by Camden County."
3. If the preliminary plat is required to provide a connection to a public water supply system, the plat shall include the following statement:

"The developer is required to install all water lines and related improvements."

E. Conditions of Approval

- a. Applicable (see Section 2.2.10, Conditions of Approval).

F. Effect

1. Approval of a preliminary plat authorizes an applicant to file for all required State and federal permits as well as submittal of final stormwater plans, construction drawings, a fill permit *Construction Permit*, and/or a final plat.
2. Approval of a preliminary plat shall not constitute the approval for recording a subdivision with the Camden County Register of Deeds, or approval for the conveyance of lots.

G. Amendment

- a. Applicable (see Section 2.2.16, Amendment).

H. Expiration

1. Generally

- a. An approved preliminary plat shall be valid for two years from the date of approval.

2. Extension

- a. An applicant may request an extension of a preliminary plat approval in writing to the UDO Administrator at least 30 days prior to expiration.
- b. Extension requests shall be reviewed and decided by the Board of Commissioners.
- c. A preliminary plat may be extended once for a maximum duration of one year.

I. Appeal

1. Appeal of a decision on a preliminary plat shall be subject to review by the District Superior Court by proceedings in the nature of certiorari and in accordance with Section 160A-393 of the North Carolina General Statutes.
2. Petitions for review must be filed with the Clerk of Court within 30 days of the date the decision is filed in the office of the appropriate review authority and delivered by personal delivery, electronic mail, or first-class mail to the applicant, landowner, and in any person who has submitted a written request for a copy, prior to the date the decision becomes effective.

Article 3.5.3 – Rural Residential (RR) District

RURAL RESIDENTIAL (RR) DISTRICT

RR
Rural
Residential

Purpose Statement

The Rural Residential (RR) district is established to accommodate low density residential neighborhoods and supporting uses on lots near horse farms and agricultural areas in the rural portion of the County. The district is intended to accommodate residential development in areas that will not interfere with agricultural activity or negatively impact the rural character of the County. One of the primary goals for character protection is the requirement to configure residential subdivisions of more than five lots as conservation subdivisions. The conservation subdivision approach seeks to minimize the visibility of new residential development from adjacent roadways through proper placement and screening. The district accommodates several differing agricultural uses and single-family detached homes. It also allows supporting uses like educational facilities, parks, public safety facilities, and utilities. District regulations discourage uses that interfere with the development of residential dwellings or that are detrimental to the rural nature of the district.

Dimensional Requirements

#	STANDARD TYPE	REQUIREMENTS FOR TRADITIONAL DEVELOPMENT	REQUIREMENTS FOR CONSERVATION SUBDIVISIONS [1]
A	Minimum Development Size (acres)	N/A	10
B	Maximum Residential Density (units/acre)	0.5	1
C	Minimum Lot Area (acres)	2	1
D	Minimum Lot Width (feet) [2]	125	60
E	Maximum Lot Coverage (% of lot area) [3]	24	72
F	Minimum Open Space (% of development site) [4]	None	50
G	Minimum Front Setback (feet)	50	20
H	Minimum Corner Side Setback (feet)	50	20
I	Minimum Interior Side Setback (feet)	25	10
J	Minimum Rear Setback (feet)	25	15
K	Minimum Distance Between Buildings, Front-to-Back (feet) [5]	20	10
L	Minimum Distance Between Buildings, Side-to-Side (feet) [5]	15	5
M	Minimum Accessory Building Setback (feet)	10	3

N	Minimum Setback from Agricultural Activity (feet) [6]	60	60
O	Maximum Building Height (feet)	35 [7]	35

NOTES:

- [1] Residential developments of five or more lots shall be configured as a conservation subdivision in accordance with the standards in Section 6.5, Conservation Subdivision.
- [2] Lots on a cul-de-sac street shall maintain a minimum frontage of 35 feet and shall maintain 80 percent of the required minimum lot width at a point located 50 feet from the street right-of-way edge.
- [3] The maximum lot coverage may be increased with approval from NCDEQ and compliance with all applicable stormwater management requirements.
- [4] Applied to residential subdivisions and nonresidential developments.
- [5] Applied in cases where there are two or more principal buildings on the same lot.
- [6] Setback is applied from the perimeter of agricultural activity occurring on the same or an adjacent lot.
- [7] Maximum building height may be increased to 50 feet for agricultural or agricultural-related uses.

3.5.4 – Suburban Residential

SUBURBAN RESIDENTIAL (SR) DISTRICT

SR
Suburban
Residential

Purpose Statement

The Suburban Residential (SR) district is the County's primary district for suburban residential neighborhoods located along primary roadways, shoreline areas, and in locations bordering rural areas. The district has a one-story minimum lot area requirement, which is the basic threshold size for lots with on-site wastewater systems. Use of the conservation subdivision configuration is optional for residential subdivisions. While the district allows single-family detached homes, mobile homes on individual lots are prohibited. Nonconforming mobile homes may remain but may not be expanded or replaced with another mobile home. The district accommodates equestrian uses, utilities, as well as various neighborhood-supporting institutional uses such as parks, schools, and public safety facilities. District regulations discourage uses that interfere with the development of residential neighborhoods or that are detrimental to the suburban nature of the district.

Dimensional Requirements

#	STANDARD TYPE	REQUIREMENTS FOR TRADITIONAL DEVELOPMENT	REQUIREMENTS FOR CONSERVATION SUBDIVISIONS
A	Minimum Development Size (acres)	N/A	10
B	Maximum Residential Density (units/acre)	1	2
C	Minimum Lot Area (acres)	1	0.5
D	Minimum Lot Width (feet) [2]	125	60
E	Maximum Lot Coverage (% of lot area) [3]	24	72
F	Minimum Open Space (% of development site) [4]	None	50
G	Minimum Front Setback (feet)	25	20
H	Minimum Corner Side Setback (feet)	25	20
I	Minimum Interior Side Setback (feet)	10	10
J	Minimum Rear Setback (feet)	10	10
K	Minimum Distance Between Buildings, Front-to-Back (feet) [5]	15	10
L	Minimum Distance Between Buildings, Side-to-Side (feet) [5]	10	5
M	Minimum Accessory Building Setback (feet)	10	3

N	Minimum Setback from Agricultural Activity (feet) [6]	60	60
O	Maximum Building Height (feet)	35	35

NOTES:

- [1] Residential developments of five or more lots may be configured as a conservation subdivision in accordance with the standards in Section 6.5, Conservation Subdivision.
- [2] Lots on a cul-de-sac street shall maintain a minimum frontage of 35 feet and shall maintain 80 percent of the required minimum lot width at a point located 50 feet from the street right-of-way edge.
- [3] The maximum lot coverage may be increased with approval from NCDEQ and compliance with all applicable stormwater management requirements.
- [4] Applied to residential subdivisions and nonresidential developments.
- [5] Applied in cases where there are two or more principal buildings on the same lot.
- [6] Setback is applied from the perimeter of agricultural activity occurring on the same or an adjacent lot.

4.3.10 PRINCIPAL USE TABLE

USE CATEGORY Use Type Description	** Permitted		** Permitted with Special Use Permit		** Prohibited											ADDITIONAL STANDARDS (SUDAS)		
	GP	VL	RR	BR	NR	OC	CC	MC	HC	MC	LI	HI	PD					
Manufactured Home A dwelling on its own lot constructed after June 15, 1978 that is composed of one or more components, each of which was substantially assembled in a manufacturing plant and designed to be transported on its own chassis. It bears a valid label indicating conformance with the construction standards promulgated by the US Department of Housing and Urban Development that were in effect at the time of its construction.			P		P												A	4.4.2.D
Manufactured Home or Mobile Home Park A site where two or more manufactured or mobile homes are located on individual lots or other divisions of land under common ownership. The park may include additional accessory uses such as recreation facilities, shared laundry facilities, storage, and parking.																		
Mobile Home A factory-built dwelling on its own lot constructed prior to June 15, 1978, to State code standards, not those adopted by the US Department of Housing and Urban Development on June 15, 1978.					S													4.4.2.E
Multi-Family A dwelling comprised of five or more dwelling units that share common vertical walls or horizontal floor/ceilings (or both) that are not on individual lots. Examples include apartments and condominiums.								S	P	S	S						A	4.4.2.F

EDUCATIONAL FACILITIES

The Educational Facilities Use Category includes use types such as public and private schools at the elementary, middle, or high school level that provide state-mandated basic education or a comparable equivalent. This use category also includes colleges, universities, and other institutions of higher learning such as vocational or trade schools that offer courses of general or specialized study leading to a degree or certification. Accessory uses at schools include offices, play areas, cafeterias, recreational and sport facilities, auditoriums, and before- or after-school day care. Accessory uses at colleges or universities include offices, dormitories, food service, laboratories, health and sports facilities, theaters, meeting areas, athletic fields, parking, maintenance facilities, and supporting commercial uses also include activities such as groups, parties, etc.

Major	Minor	GP	VL	RR	BR	NR	OC	CC	MC	HC	MC	LI	HI	PD	ADDITIONAL STANDARDS (SUDAS)			
A public or private institution for post-secondary education operating in buildings owned or leased by the institution and engaged in classroom instruction, residential units, administrative offices, and other functions which further the educational mission of the institution.																		4.4.3.B
An educational institution that provides secondary education such as a high school or a middle school. Accessory uses may include offices, play areas, cafeterias, sports facilities, and bus parking areas.																		
An educational institution that provides elementary education such as an elementary or nursery school as well as a small-scale secondary education facility limited to 75 students or less. Accessory uses may include offices, play areas, cafeterias, sports facilities, and bus parking areas.																		

Article 4.4.2 – Residential Uses

D. Manufactured Homes

1. Standards Applied to All Manufactured Homes

New manufactured homes shall comply with the following standards:

- It shall be located on an individual lot;
- It shall be occupied only as a single family dwelling;
- It shall be set up in accordance with the standards established by the North Carolina Department of Insurance and the most current version of the State of North Carolina Regulations for Manufactured/Mobile Homes;
- It shall comply with the latest wind loading requirements for Camden County;
- It shall maintain a minimum width of 16 feet;
- It shall be oriented with the longest axis parallel to the lot frontage, to the maximum extent practicable;
- Towing apparatus, wheels, axles, and transporting lights shall be removed;
- It shall include a continuous, permanent masonry foundation or masonry curtain wall of solid brick or brick veneer, unpierced except for required ventilation and access, installed under the perimeter;
- It shall include stairs, entrance platforms, ramps, or other means of entrance and exit that are installed or constructed in accordance with the standards set by the

State Building Code. They shall be attached firmly to the primary structure and anchored securely to the ground;

- It shall maintain exterior siding comparably in composition, appearance, and durability to the exterior siding commonly used in standard residential construction, which consists of one or more of the following:
 - Vinyl or aluminum lap siding (whose reflectivity does not exceed that of flat white paint);
 - Cedar or other wood siding;
 - Stucco siding;
 - Brick or stone siding;
- It shall maintain a roof pitch with a minimum vertical rise of 3 feet for each 12 feet of horizontal run;
- It shall include a roof finished with a Class C or better roofing material that is commonly used in standard residential construction;
- It shall provide an eave projection of no less than 6 inches, which may include a gutter;
- It shall comply with all applicable standards in Section 3.8.3, Special Flood Hazard Area Overlay (SFHA) when located in a floodplain or other area subject to the flood damage protection standards in this Ordinance; and
- Manufactured homes are not permitted within the RR-district on lots located within 5,280 linear feet from the perimeter boundary of a village center or within a village center designated in the County's adopted policy guidance.

E. Mobile Homes

1. General

- A mobile home shall comply with the following standards:
 - No mobile home may be parked for storage on any lot, tract, or parcel, except in HC, LI, or HI districts, or in a lawfully-established mobile home storage site subject to a temporary storage permit issued by the UDO Administrator.
 - A storage site for a mobile home shall be completely surrounded by a visually opaque wall or fence of at least eight feet in height.
 - Except for lawfully-established mobile home sales uses, no mobile home may be stored in any district for more than three months.
 - Mobile homes may not be used as storage structures.
 - Except for mobile homes being temporarily stored, a mobile home shall be anchored and tied down or otherwise secured according to the manufacturer's standards of the State Department of Insurance, and all applicable requirements of this Ordinance.
 - No attached structures shall be permitted which exceed 100 square feet nor may the total of all accessory buildings in individual ownership exceed 100 square feet per mobile home unit.
 - Two or more mobile homes shall not be joined or connected together as one dwelling nor may a mobile home be attached to any accessory building.

- Mobile homes are not permitted within the RR-district on lots located within 5,280 linear feet from the perimeter boundary of a village center designated in the County's adopted policy guidance. Existing Mobile homes located within the County can only be re-located into a valid Mobile Home Park. Mobile homes located outside the County are prohibited from being relocated into Camden County.

Article 4.5.5 STANDARDS FOR SPECIFIC ACCESSORY USES

A. Accessory Dwelling Units

Accessory dwelling units shall comply with the following standards:

1. General Requirements

- Accessory dwelling units may be located within a principal structure (e.g., a downstairs apartment), as a freestanding building or above a detached outbuilding.
- The use of manufactured homes, travel trailers, campers, tractor trailers, or similar vehicles as an accessory dwelling unit is prohibited.
- Not more than one accessory dwelling unit per lot is permitted.
- Where there is no public sanitary sewer service available to the accessory apartment, the applicant shall provide an approval from the Albemarle Regional Health Department for the accessory dwelling unit.

2. Maximum Size

- An accessory dwelling unit shall have a heated floor area of at least 300 square feet, but shall not exceed 2300 square feet 40-percent-of-the-floor area associated with the principal structure.
- An accessory dwelling unit shall have a maximum of two bedrooms and at least one full bathroom.

3. Configuration

- At least one, but no more than two, off-street parking spaces shall be provided for an accessory dwelling unit (in addition to the required off-street parking serving the principal use).
- The accessory dwelling unit shall be served by the same driveway serving the principal use.
- Accessory dwelling units shall not be sold apart from the principal structure.
- Accessory dwelling units may be used for home occupation uses but in no instance shall more than one home occupation use be conducted on a single lot.

5.14.11 SIGN STANDARDS IN COMMERCIAL DISTRICTS
 Signs on lots in the commercial districts other than the MX district shall comply with the requirements in Table 5.14.11: Sign Standards in Commercial Districts.

TYPE OF SIGN	MAXIMUM FACE AREA [1] [2]	MAXIMUM HEIGHT	MAXIMUM NUMBER OF SIGNS PER LOT	ADDITIONAL STANDARDS [3]
Wall Sign on Front Façade	Greater of .75 sf per linear foot of wall frontage, or 5% of wall area	Below the top of the roof, awning, eave or parapet, whichever is highest	No limit	Wall signs shall not project more than 12 inches outwards from the wall
Wall Sign on Side or Rear Façade fronting a street	1/2 sf per linear foot of wall frontage			

Maximum Front Façade Sign Face Area Calculator
 Greater of:
 20 Linear Feet of Wall Frontage = 20 sf
 or
 Front Façade Wall Area = 20' x 25' = 500 sf
 Maximum Sign Face Area = 500 sf x .05 = 25 sf

6.1.5 ACCESS TO LOTS

- A. Every Lot Must Maintain Access**
- 1. Generally**
 Except for lots within bona fide farms, lots created in accordance with Section 2.3.24, Transfer Plat, or lots created through an expedited subdivision (see Section 2.3.14, Expedited Subdivisions), all lots intended to contain a building or structure shall abut a street designed, built, and maintained to state road standards, including minimum density standards.
 - 2. Lots in Bona Fide Farms, Transfer Plats, Exempt Subdivisions, or Expedited Subdivisions**
 - a. Lots established after February 4, 2019 in a bona fide farm, transfer plat, exempt subdivision, or expedited subdivision that are not required to abut a street designed, built, and maintained to state road standards, including density, but shall maintain some form of access with a minimum width of 45 feet and maintained to afford a reasonable means of ingress and egress for emergency vehicles.
 - b. Accessways not built to state standards may serve a maximum of up to three lots. Accessways serving more than three lots shall be designed, built, and maintained to state road standards.
- B. Access on Lots Abutting Major Arterial Streets**
- 1.** The standards in this subsection shall apply to lots abutting the following arterial streets:
 - a. US 17;
 - b. US 158;
 - c. NC 34; and
 - d. NC 343.
 - 2.** In cases where a tract or site abutting a listed major arterial street is proposed for a subdivision (whether residential or otherwise), *in the creation of 3 or more lots including residual*, then all lots created shall maintain sufficient frontage on a different street, either pre-existing or created as part of the subdivision, so that direct access to lots need not be provided by a listed major arterial street.
 - 3.** The final plat creating the subdivision shall indicate a notation that driveway access to a major arterial or minor collector street is limited and shall be provided by a different street.
 - 4.** In the event a site or tract is unable to comply with the access limitations in this subsection, an applicant may seek a variance in accordance with Section 2.3.26, Variance.

- C. Marginal Access Streets**
- 1.** Where a tract of land to be subdivided adjoins an arterial street, the subdivider may be required to provide a marginal access street parallel to the arterial street or reverse frontage on a minor street for the lots to be developed adjacent to the arterial street.
 - 2.** Where reverse frontage is established, private driveways shall not have direct access to the arterial street, and a 25-foot-wide non-access buffer zone on the side of the lot abutting the arterial street shall be provided.
 - 3.** A ten-foot-wide non-access buffer zone may be approved if the vegetation creates a year-round opaque screen or a six-foot-tall opaque fence is provided.
 - 4.** The non-access buffer zone may be counted toward the open space set-aside requirement or may be counted as a portion of each individual lot.

10.3 DEFINITIONS


SUBDIVISION, MAJOR	A subdivision of land that includes the <i>creation of five or more lots (including the residual parcel) or that involves extension of public streets, public water, public sewer, or other public utility.</i>
SUBDIVISION, MINOR	A subdivision of land that includes up to five lots (including the residual parcel) <i>with no extension of public streets, public water, public sewer, or other public utility.</i>

Adopted by the Board of Commissioners for the County of Camden this 4th day of November, 2019.

County of Camden


 Tom White, Chairman
 Board of Commissioners

ATTEST:


 Karen Davis
 Clerk to the Board of Commissioners



ITEM 6. BOARD APPOINTMENTS

- A. Jury Commission – Gale Perry (Reappointment)**

Motion to reappoint Gale Perry to the Jury Commission.

RESULT: PASSED [UNANIMOUS]
MOVER: Ross Munro, Commissioner
AYES: White, Krainiak, Meiggs, Riggs, Munro

B. South Camden Fire Commission

- George Tarkington & William Forehand (reappointments; 2-year term)
- Zenas Jennings (appointment; 1-year term)

Motion to reappointment George Tarkington & William Forehand for a 2-year term and appoint Zenas Jennings for a 1-year term.

RESULT: PASSED [UNANIMOUS]
MOVER: Clayton Riggs, Vice Chairman
AYES: White, Krainiak, Meiggs, Riggs, Munro

C. East Albemarle Regional Library Board – Nona Smith (appointment)

Motion to appoint Nona Smith to the East Albemarle Regional Library Board.

RESULT: PASSED [UNANIMOUS]
MOVER: Ross Munro, Commissioner
AYES: White, Krainiak, Meiggs, Riggs, Munro

ITEM 7. CONSENT AGENDA

- A. BOC Meeting Minutes – October 7, 2019
- B. BOC Meeting Minutes – October 10, 2019
- C. Budget Amendment

2019-20-BA011
 CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2020.

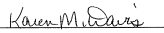
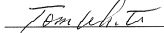

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
104300-502000	Salaries		\$16,650
Expenses			
104300-503000	Part-time Salaries	\$16,650	

This Budget Amendment is made to move funds from Salaries to Part-time Salaries for corrections to the salaries line in the Board of Elections Department.

This will result in no change to the Contingency of the General Fund.
 Balance in Contingency \$40,000.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 4th day of November, 2019.

 Clerk to Board of Commissioners
 Chairman, Board of Commissioners


F. Pickups, Releases & Refunds

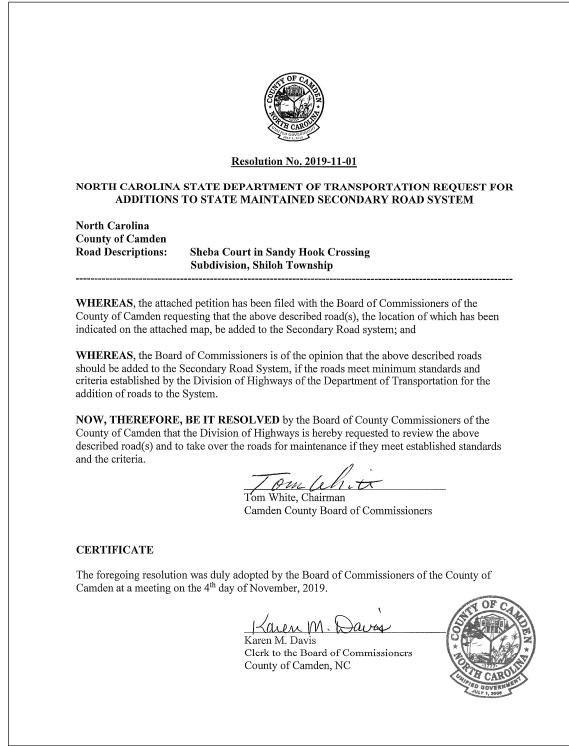
NAME	REASON	NO.
Willie Gallop	Roll back taxes - pick-up \$974.91	Pick-up/22324 R-91755-16 R-106872-17 R-114257-18
Robert Thomas Moore	Turned in plates - Refund \$152.45	Pick-up/22334 31955051
Justin Randall Pond	Military Exempt - Refund \$167.03	Pick-up/22336 50194476
United States of America	Storm water fee correction \$2,969.61	Pick-up/22344 E-123390-19
E & J Holding, LLC	Storm water fee correction \$7,378.24	Pick-up/22345 R-116756-19
E & J Holding, LLC	Storm water fee correction \$12,064.76	Pick-up/22346 R-116757-19
Herbert Taylor Muller	Solid Waste fee \$150.00	Pick-up/22359 R-117612-19
Herbert Taylor Muller	Solid Waste fee \$150.00	Pick-up/22361 R-117605-19
Carolyn C. Latiolais	Solid Waste fee \$450.00	Pick-up/22362 R-122029-19
Powell's Mobile Home Park	Solid Waste fee \$1,725.00	Pick-up/22377 R-117811-19
Linda Sue Lamb Hinton	Solid Waste fee \$525.00	Pick-up/22378 R-119558-19
Camden County	Remove Solid have- dumpsters-release \$600.00	Pick-up/22394 Multiple
Camden County	Remove Solid have- dumpsters-release \$150.00	Pick-up/22395 E-123403-19 E-123420-19 Multiple
Camden County	Remove Solid have- dumpsters-release \$300.00	Pick-up/22400 Multiple
Coastal Forest Resources Company	Roll back taxes - pick-up \$72,042.07	Pick-up/22403 R-98447-16 R-106874-17 R-113953-18 R-121325-19
Lighthouse Fiber Network	Release. No value for 2019 on utilities sheet \$2,302.30	Pick-up/22424 U-123561-19
Oscar E. Butts	Acreage correction-Adjustment \$213.75	Pick-up/22430 R-118890-19

G. FEMA – Designation of Applicant’s Agent

RESOLUTION DESIGNATION OF APPLICANT'S AGENT North Carolina Division of Emergency Management	
Organization Name (hereafter named Organization) Camden County	Disaster Number: DR-4465
Applicant's State Cognizant Agency for Single Audit purposes (If Cognizant Agency is not assigned, please indicate): Federal Emergency Management Assistance	
Applicant's Fiscal Year (FY) Start 2018-2020	Month: July Day: 1
Applicant's Federal Employer's Identification Number 56 - 6000282	
Applicant's Federal Information Processing Standards (FIPS) Number 029 - 99029 - 00	
PRIMARY AGENT	SECONDARY AGENT
Agent's Name: Stephanie B Jackson	Agent's Name: Kenneth Bowman
Organization: Camden County	Organization: Camden County
Official Position: Interim Finance Officer	Official Position: County Manager
Mailing Address: PO Box 190	Mailing Address: PO Box 190
City, State, Zip: Camden, NC 27921	City, State, Zip: Camden, NC 27921
Daytime Telephone: (252) 338-6363	Daytime Telephone: (252) 338-6363
Facsimile Number: (252) 331-7831	Facsimile Number: (252) 331-7831
Pager or Cellular Number: (252) 331-7831	Pager or Cellular Number: (252) 339-4737
<small>BE IT RESOLVED BY the governing body of the Organization (a public entity duly organized under the laws of the State of North Carolina) that the above-named Primary and Secondary Agents are hereby authorized to execute and file applications for federal and/or state assistance on behalf of the Organization for the purpose of obtaining certain state and federal financial assistance under the Robert T. Stafford Disaster Relief & Emergency Assistance Act (Public Law 93-288 as amended) or as otherwise available. BE IT FURTHER RESOLVED that the above-named agents are authorized to represent and act for the Organization in all dealings with the State of North Carolina and the Federal Emergency Management Agency for all matters pertaining to such disaster assistance required by the grant agreements and the assurances printed on the reverse side hereof. BE IT FINALLY RESOLVED THAT the above-named agents are authorized to act severally. PASSED AND APPROVED this 19th day of _____, 2019.</small>	
GOVERNING BODY	CERTIFYING OFFICIAL
Name and Title: Camden County Board of Commissioners	Name: Karen Davis
Name and Title:	Official Position: Clerk to the Board of Commissioners
Name and Title:	Daytime Telephone: (252) 338-6363
CERTIFICATION	
I, Karen Davis , (Name) duly appointed and Clerk to the Board (Title) of the Governing Body, do hereby certify that the above is a true and correct copy of a resolution passed and approved by the Governing Body of Camden County (Organization) on the 19th day of December , 20 19 .	
Date: 11-19-19	Signature: <i>Karen M. Davis</i>



H. Resolution 2019-11-01



I. Set Public Hearing – Land Sale Agreement

Motion to approve the Consent Agenda as presented.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Ross Munro, Commissioner
AYES:	White, Krainiak, Meiggs, Riggs, Munro

ITEM 8. COUNTY MANAGER’S REPORT

County Manager Ken Bowman included the following in his report:

- NCACC District I Meeting - November 5th; Chairman White and County Manager to attend.
- Veterans Day Celebration – November 8th; 11:00 AM at the Courthouse.
- Veterans Day Holiday – November 11th, County Offices Closed.
- 2019 NC Rural Assembly – November 21st-22nd; County Manager to attend in Raleigh.
- Thanksgiving Holidays – November 28th-29th; County Offices closed.
- Christmas Tree Lighting – December 2nd at 5:30; Courthouse Lawn.
- Next Board of Commissioners Meeting – December 2nd; 10:00 AM
- Appreciation to the Board of Commissioners and Staff

ITEM 9. COMMISSIONERS’ REPORTS

Commissioner Garry Meiggs – Recently attended the first of several NCACC President’s Pathways Initiative Taskforce meetings in Winston-Salem. The initiative involves findings ways to better serve underachieving students.

ITEM 10. INFORMATION, REPORTS & MINUTES FROM OTHER AGENCIES

The following was provided for information purposes:

- A. Library Report

ITEM 11. OTHER MATTERS

None.

ITEM 12. ADJOURN

There being no further matters for discussion Chairman White adjourned the meeting of the Camden County Board of Commissioners at 8:12 PM.

Tom White, Chairman
Camden County Board of Commissioners

ATTEST:

Karen M. Davis, NCCCC
Clerk to the Board of Commissioners