

# CAMDEN COUNTY PLANNING BOARD

Regular Meeting - June 21, 2017

---

## Camden County Planning Board Regular Meeting June 21, 2017, 7:00 PM Historic Courtroom, Courthouse Complex Camden, North Carolina

### MINUTES

*The regular meeting of the Camden County Planning Board was held on June 21, 2017 in the Historic Courtroom, Camden, North Carolina. The following members were present:*

#### **CALL TO ORDER & WELCOME**

Chairman Calvin Leary called the meeting to order at 7:00 PM.

Planning Board Members Present:

Attendee Name	Title	Status	Arrived
Calvin Leary	Chairman	Present	6:50 PM
Fletcher Harris	Board Member	Present	6:50 PM
Patricia Delano	Vice Chairman	Present	6:50 PM
Michael Etheridge	Board Member	Absent	
Rick McCall	Board Member	Absent	
Ray Albertson	Board Member	Present	6:50 PM
Steven Bradshaw	Board Member	Present	6:50 PM

#### **Staff And Others Present**

*Staff Present:*

Attendee Name	Title	Status	Arrived
Dan Porter	Planning Director	Present	6:50 PM
Dave Parks	Permit Officer	Present	6:50 PM
Amy Barnett	Planning Clerk	Present	6:30 PM

*Others Present:*

Name	Title	Company / Address	Purpose
Eddie Hyman	Engineer	E.T. Hyman Surveying	Rep. Applicant NB-A
Aaron Pippen	Adj Prop Owner	Sleepy Hollow Road	Speak Regarding NB-A
Joe Forbes	Adj Prop Owner	Sawyers Creek Rd	Speak Regarding NB-A
Miles Gregory	Adj Prop Owner	Sleepy Hollow Road	Speak Regarding NB-A
Jason Mizelle	Engineer	Eastern Carolina Eng.	Rep. Applicant NB-B

**CAMDEN COUNTY PLANNING BOARD**

Regular Meeting – June 21, 2017

---

**CONSIDERATION OF AGENDA**

*Motion to Approve Agenda As Presented*

<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
<b>MOVER:</b>	Patricia Delano, Vice Chairman
<b>SECONDER:</b>	Steven Bradshaw, Board Member
<b>AYES:</b>	Leary, Harris, Delano, Albertson, Bradshaw
<b>ABSENT:</b>	Etheridge, McCall

**CONSIDERATION OF MINUTES (FEB, MAR, APR 2017)**

*Motion to Approve Minutes from 2-15-17 As Written*

<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
<b>MOVER:</b>	Steven Bradshaw, Board Member
<b>SECONDER:</b>	Ray Albertson, Board Member
<b>AYES:</b>	Leary, Harris, Delano, Albertson, Bradshaw
<b>ABSENT:</b>	Etheridge, McCall

*Motion to Approve Minutes from 3-15-17 As Written*

<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
<b>MOVER:</b>	Ray Albertson, Board Member
<b>SECONDER:</b>	Steven Bradshaw, Board Member
<b>AYES:</b>	Leary, Harris, Delano, Albertson, Bradshaw
<b>ABSENT:</b>	Etheridge, McCall

*Motion to Approve Minutes from 4-19-17 As Written*

<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
<b>MOVER:</b>	Ray Albertson, Board Member
<b>SECONDER:</b>	Patricia Delano, Vice Chairman
<b>AYES:</b>	Leary, Harris, Delano, Albertson, Bradshaw
<b>ABSENT:</b>	Etheridge, McCall

**PUBLIC COMMENTS**

None

**OLD BUSINESS**

None

**CAMDEN COUNTY PLANNING BOARD**

Regular Meeting – June 21, 2017

---

**NEW BUSINESS**

*Item A: UDO 2017-05-21 Sketch Plan Sleepy Hollow Estates*

Dave Parks went over the Staff Report as incorporated herein below:

-----  
**STAFF REPORT**

**UDO 2017-05-21  
Sketch Plan Sleepy Hollow Estates  
Major Subdivision**

**PROJECT INFORMATION**

**File Reference:** UDO 2017-05-21  
**Project Name:** Sleepy Hollow Estates  
**PIN:** 02-8935-01-28-8169

**Applicant:** Daniel Cartwright  
**Address:** 366 N. Gregory Rd, Shawboro, NC 27973  
**Phone:** (252) 202-6645  
**Email:**

**Agent for Applicant:** E.T. Hyman Surveying  
**Address:** 133 U.S. Hwy 158 W., Camden, NC 27921  
**Phone:** (252) 338-2913  
**Email:**

**Current Owner of Record:**

**Application Received:** 9/26/16  
**By:** David Parks, Permit Officer

**Application Fee paid:** \$2,400 Check #231

**Completeness of Application:** Application is generally complete

**Documents received upon filing of application or otherwise included:**

- A. Land Use Application
- B. Sketch / Yield Plan
- C. Agent for Applicant letter
- D. Deed
- E. Perc Tests (2) from Albemarle Regional Health Services
- F. TRC Inputs

**Meeting Dates:**

06/07/2017 Neighborhood Meeting  
06/06/2017 Technical Review Committee  
06/21/2017 Planning Board

**PROJECT LOCATION:**

**Street Address:** Off Sleepy Hollow Road Adjacent to address 312

**Location Description:** Courthouse Township

# CAMDEN COUNTY PLANNING BOARD

Regular Meeting – June 21, 2017

---

## REQUEST:

Sketch/Yield Plan Sleepy Hollow Estates Major Subdivision - 9 lots - Article 151.230 of the Code of Ordinances

## SITE DATA

**Lot Size:** Approximately 23 acres  
**Flood Zone:** Zone AE/X  
**Zoning District(s):** Mixed Single Family Residential (R2)  
**Adjacent Property Uses:** Predominantly agriculture with some residential  
**Streets:** Shall be dedicated to public under control of NCDOT  
**Street/Subdivision Name:** Subdivision Name: Sleepy Hollow Estates  
Street Name: Blue Bill Way  
**Open Space:** Required: 12 acres x .05 = .61 acres  
**Landscaping:** Landscaping Plan required at Preliminary Plat.  
**Buffering:** Per Article 151.232(N), a 50' landscaped vegetative buffer required along all property lines that abut non-residential uses.  
**Recreational Land:** N/A

## ENVIRONMENTAL ASSESSMENT

**Streams, Creeks, Major Ditches:**  
**Distance & description of nearest outfall:**

## TECHNICAL REVIEW STAFF (SKETCH PLAN) COMMENTS

1. **South Camden Water.** Approved.
2. **Albemarle Regional Health Department.** Approved.
3. **South Camden Fire Department.** Reviewed with no comments.
4. **Pasquotank EMS (Central Communications).** Subdivision name approved.
5. **Sheriff's Office.** Approved.
6. **Postmaster Elizabeth City.** No response.
7. **Superintendent/Transportation Director of Schools.** Approved with comments.
8. **Camden Soil & Water Conservationist.** Approved with comments. Outfall runs through adjacent property. Need to work with them on maintenance of ditch.
9. **NCDOT.** No response.
10. **Mediacom.** No response.
11. **Century Link.** Reviewed no comments.

## PLANS CONSISTENCY

**CAMA Land Use Plan Policies & Objectives:** BOTH Consistent AND Inconsistent. CAMA Land Suitability Maps has land designated as Moderate Suitability and Future Land Use Maps has land designated as Low Density Residential.

**2035 Comprehensive Plan:** Inconsistent. Property zoned R2 (Mixed Single Family Residential) prior to adoption of Comprehensive Plan Future Land Use Maps which has area designated as Rural Preservation.

**Comprehensive Transportation Plan:** Consistent. Property abuts Sleepy Hollow Road (SR 1202).

# CAMDEN COUNTY PLANNING BOARD

Regular Meeting – June 21, 2017

---

## FINDINGS REGARDING ADDITIONAL REQUIREMENTS:

**Endangering the public health and safety?** No. In staff's opinion, application does not appear to endanger public health and safety.

**Injure the value of adjoining or abutting property?** No. In staff's opinion, application does not appear to injure the value of adjoining or abutting property. Current zoning allows for Double-wide, Modular and Site built homes, consistent with the area.

## EXCEED PUBLIC FACILITIES:

**Schools:** YES; Proposed development will generate 6 students (.67 per household x 9 lots). High School over capacity: **2016/2017 capacity: 570, Enrollment: 607.**

**Fire & Rescue:** No. Approved.

**Law Enforcement:** No. Approved.

## **Staff's Recommendation:**

1. Need to look at obtaining drainage easements from adjacent property owners to the outfalls.
  2. Consider all TRC Comments.
- 

Dave Parks introduced Eddie Hyman, agent for the applicant, who spoke briefly regarding this development. After Mr. Hyman spoke, Dave Parks opened the floor to public comment.

### *Aaron Pippen, Adjacent Property Owner, Sleepy Hollow Road*

- Boundary lines unclear between 2 different surveys.
- Property down side, about 200 feet overlap

Mr. Hyman addressed the boundary line issue saying that the area Mr. Pippen referred to was not proposed as part of the subdivision. Mr. Hyman added that there may be a litigation issue regarding the area referred to and so he could not discuss that area except to say that it was not part of the proposed subdivision.

Mr. Pippen stated that he believes the boundary line issue should be cleared up prior to the subdivision moving forward.

Mr. Hyman added that for this development, they are not working in that area and the boundary line issues will not affect this development.

Steven Bradshaw asked about the original number of lots, which was originally stated as 17. Dave Parks stated that it was dropped down to 9 lots so as to not include the 11 acre residual area whereupon the boundary line is at issue. Mr. Hyman added that after adjudication of that parcel clears up the boundary line issues, a new application for further development may be submitted at a later date. Only the 9 lot parcel is under consideration at this time.

Fletcher Harris asked if the drainage is affected by the 11 acre residual parcel. Mr. Hyman stated that it is not.

## **CAMDEN COUNTY PLANNING BOARD**

Regular Meeting – June 21, 2017

---

Chairman Calvin Leary re-iterated what Mr. Hyman had stated, that the 11 acre residual parcel will not have any affect on the 9 lot proposed subdivision for which the sketch plan is under consideration at this time. Dan Porter added that when the boundary lines are cleared up, if the developer wishes to develop that other parcel, he will have to submit an entirely new application for a new development since that parcel is not included in any way at this time.

Mr. Phippen briefly inquired regarding the drainage on the other parcel. Dan Porter replied that prior to any development on the other parcel, a Drainage Plan will be required, and will be reviewed by the County's Stormwater Engineer. If the other parcel is developed in the future, regulations stipulate that the previous development / parent parcel has to be taken into consideration when they develop the drainage plan it.

### Joe Forbes, Adjacent Property Owner, Sawyers Creek Road

- Concerned about drainage. Stated it goes through his property, through his woods.

Mr. Hyman spoke briefly regarding the location of where water drains through to the outfall ditch. He added that at Preliminary Plat, he will be in contact with Mr. Forbes to address issues such as an easement for drainage and stormwater design. Tonight's proceedings are just conceptual in nature.

### Miles Gregory, Adjacent Property Owner, Sawyers Creek Road

- Also concerned regarding the boundary lines and overlap issues.
- Feels the boundary issue should be cleared up prior to any development.

Dave Parks re-iterated that the development under consideration at this time does not include the property whereupon there is a boundary line issue. Mr. Parks added that before the 11 acre parcel, which is the subject of the boundary line dispute, can be developed the developer will have to come back before the Planning Board with a whole new application and that hopefully by the time that happens the property line dispute will have been resolved. What is under consideration at this time is the 9 lot subdivision located on the south-eastern portion of the parcel.

Dan Porter stated that before the developer can develop the 11 acre parcel which is the subject of the dispute, the property line dispute will have to be resolved before they can apply for further development.

**CAMDEN COUNTY PLANNING BOARD**

Regular Meeting – June 21, 2017

---

At this time Chairman Calvin Leary asked if there were any further public comments. Hearing none, he entertained a motion.

***Motion to Approve UDO 2017-05-21 Sketch Plan Sleepy Hollow Estates***

<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
<b>MOVER:</b>	Fletcher Harris, Board Member
<b>SECONDER:</b>	Steven Bradshaw, Board Member
<b>AYES:</b>	Leary, Harris, Delano, Albertson, Bradshaw
<b>ABSENT:</b>	Etheridge, McCall

***Item B: UDO 2016-09-14 Special Use Permit Preliminary Plat Sandy Hook Crossing***

***Motion to Recuse Steven Bradshaw***

Steven Bradshaw is the applicant for UDO 2016-09-14 Special Use Permit Preliminary Plat Sandy Hook Crossing, therefore he has asked to be recused from the consideration of this item. He will not sit at the Board nor participate in any deliberations regarding this item.

<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
<b>MOVER:</b>	Fletcher Harris, Board Member
<b>SECONDER:</b>	Ray Albertson, Board Member
<b>AYES:</b>	Leary, Harris, Delano, Albertson, Bradshaw
<b>ABSENT:</b>	Etheridge, McCall

Dan Porter went over the Staff Findings of Facts as incorporated herein below:

---

**STAFF FINDINGS OF FACTS  
SPECIAL USE PERMIT  
UDO 2016-09-14  
PRELIMINARY PLAT  
SANDY HOOK CROSSING**

**PROJECT INFORMATION**

**File Reference:** UDO 2016-09-14  
**Project Name:** Sandy Hook Crossing  
**PIN:** 03-8964-00-94-3691-0000

**Applicant:** Sandy Hook Crossing LLC, Steve Bradshaw  
**Address:** 102 Avery Drive, Shiloh, NC, 27974  
**Phone:** (252) 455-1028  
**Email:**

# CAMDEN COUNTY PLANNING BOARD

Regular Meeting – June 21, 2017

---

**Agent for Applicant:** Eastern Carolina Engineering, Jason Mizelle  
**Address:** 154 US Hwy 158 East, Camden, NC, 27921  
**Phone:** (252) 335-1888  
**Email:**

**Current Owner of Record:** Same as Applicant

**Application Received:** 5/15/2017  
**By:** David Parks, Permit Officer

**Application Fee Paid:** \$3,200; Check # 1003

**Completeness of Application:** Application is generally complete

**Documents received upon filing of application or otherwise included:**

- A. Land Use Application
- B. Preliminary Plat (10 Copies)
- C. Construction Drawings (2 Copies)
- D. Perc Tests (16) from Albemarle Regional Health Services
- E. Approval letter for Drainage Plan
- F. Technical Review Committee inputs

**Meeting Dates:**

06/06/2017 Technical Review  
06/21/2017 Planning Board

**PROJECT LOCATION**

**Street Address:** Property fronted by Bartlett and Sandy Roads  
**Location Description:** Shiloh Township

**REQUEST:** Special Use Permit Preliminary Plat Sandy Hook Crossing Major Subdivision - 16 lots  
**Article 151.230 of the Code of Ordinances.**

**SITE DATA**

**Lot Size:** Approximately 22 acres  
**Flood Zone:** Zone X (Located outside the 100 year flood)  
**Zoning District(s):** Basic Residential (R3-1)  
**Adjacent Property Uses:** Predominantly agriculture with some residential  
**Streets:** Shall be dedicated to public under control of NCDOT  
**Street Name:** Sheba Court  
**Open Space:** Required: 22 acres x .05 = .44; Provided 4.97 acres  
**Landscaping:** Provided in Construction Drawings  
**Buffering:** Per Article 151.232(N), a 50' landscaped vegetative buffer required along all property lines that abut non-residential uses.  
**Recreational Land:** N/A (Under required 30 lot minimum)

**ENVIRONMENTAL ASSESSMENT**

**Streams, Creeks, Major Ditches:** None

**Distance & Description of Nearest Outfall:** ¼ mile across Sandy Hook Road through farm field ditch out to Crooked Creek.

# CAMDEN COUNTY PLANNING BOARD

Regular Meeting – June 21, 2017

---

## TECHNICAL REVIEW STAFF (PRELIMINARY PLAT) COMMENTS

1. **South Camden Water.** Approved.
2. **Albemarle Regional Health Department.** Perc test completed on all lots.
3. **South Camden Fire Department.** Approved.
4. **Postmaster Elizabeth City.** Did not attend TRC. Community Mail Box location on plans.
5. **Army Corps of Engineers.** Delineation complete. No wetlands on site.
6. **Superintendent Camden County Schools.** Did not attend TRC or respond.
7. **Superintendent/Transportation Director of Schools.** Approved with Comments.
8. **Sheriff's Office.** Approved.
9. **Camden Soil & Water Conservationist.** Reviewed no comments.
10. **NCDOT.** Approved.
11. **Mediacom.** Did not attend TRC meeting.
12. **Albemarle EMC.** Approved.
13. **Century Link.** Reviewed no comments.
14. **Pasquotank EMS.** Approved.

## PLANS CONSISTENCY

**CAMA Land Use Plan Policies & Objectives:** Consistent. Land Suitability Maps (below) reflect Moderate Suitability for the property proposed to be subdivided.

**2035 Comprehensive Plan:** Inconsistent. Property zoned R3-1 (farmland) is inconsistent with Comprehensive Plan as area to be subdivided is designated as Rural Preservation.

**Comprehensive Transportation Plan:** Consistent. Property abuts Sandy Hook (SR 1107) and Bartlett Road (SR 1118).

## FINDINGS REGARDING ADDITIONAL REQUIREMENTS:

**Endangering the public health and safety?** No; Staff's opinion is that application does not appear to endanger the public health and safety.

**Injure the value of adjoining or abutting property?** No; Without any evidence to the contrary - staff's opinion is that application does not appear to injure the value of adjoining or abutting property.

**Harmony with the area in which it is located?** Yes AND NO; Property was rezoned to R3-1 (one acre lots) in February 2012. Comprehensive Plan has property identified as Rural Preservation.

## EXCEED PUBLIC FACILITIES:

**Schools:** Yes; Proposed development will generate 11 students (.67 per household x 16 households). High School over capacity: **2016/2017 capacity: 570; Enrollment: 607.**

**Fire and Rescue:** No; Approved by the South Camden Fire Chief.

**Law Enforcement:** No; Approved by Sheriff's Office.

## CAMDEN COUNTY PLANNING BOARD

Regular Meeting – June 21, 2017

---

### **PLANNING STAFF RECOMMENDATION:**

**Planning Staff recommends approval of the Special Use Permit for Preliminary Plat Sandy Hook Crossing with the following conditions:**

1. The applicant must strictly abide by all requirements of the Unified Development Ordinance of Camden County, North Carolina, and must also strictly comply with all other local, state, and federal ordinances, laws, rules and regulations as one or more ordinances, laws, rules and regulations may apply to this development.
  2. The applicant shall complete the development strictly in accordance with the approved Preliminary Plat and specification submitted to the Planning Office of Camden County, North Carolina, and contained in the file titled UDO 2016-09-14.
  3. No land disturbing activities shall start until the Camden County Planning Department receives approved DENR Stormwater Permit and Erosion & Sedimentation Control Plan for the development.
  4. All lots shall be crowned to where the dwelling is located to an elevation at or above the 100 year flood as indicated in the Construction drawings listed as Building Pad Elevations. These elevations shall be verified by a Surveyor or Engineer licensed to do business in North Carolina prior to final inspection for the dwelling.
  5. Developer shall make reasonable efforts to obtain off site drainage / maintenance easements to the outfall.
  6. Developer and/or Home Owners Association shall provide Camden County certification by a licensed North Carolina Engineer of compliance with approved Drainage Plan for Sandy Hook Crossing every five years starting from the recording of Final Plat in the Camden County Registry of Deeds.
  7. Home Owners Restrictive Covenants shall include the following information:
    - a. All requirements (to include Maintenance and allowable built upon area) listed under NCDENR Stormwater Permit.
    - b. Maintenance requirements of the outfall ditch leading into Crooked Creek.
    - c. The re-certification to the County of the approved drainage plan every five years from date of recording of Final Plat.
    - d. Maintenance of all open space and improvements throughout the subdivision.
  8. If any of the conditions affixed hereto or any part thereof shall be held invalid or void, then this approval in its entirety shall be void and have no effect.
- 

At this time, Mr. Porter introduced Mr. Jason Mizelle, the agent for the applicant.

*Jason Mizelle, Engineer/Agent for Applicant, Eastern Carolina Engineering*

- Lot layouts are unchanged between the sketch plan and preliminary plat
- Drainage design has been submitted to both County and State

Dan Porter stated that the County Engineer is still reviewing the Stormwater Plan, and any approval by the Planning Board will be subject to the approval of the Stormwater Plan.

Mr. Mizelle added the following:

- The 2 open space areas will have wet ponds for drainage/stormwater retention
- Water line is a 6" line up to the hydrant, then 4" around the end of the cul-de-sac
- Water pressure for Fire Flow is better than originally expected, so no problem with fire suppression ability
- Soil & Water, and EMS have been submitted and are currently being reviewed
- Lots drain to lot line swales then ditches that drain to the ponds
- Ponds have spillways that drain to ditches at the perimeter of the property

**CAMDEN COUNTY PLANNING BOARD**

Regular Meeting – June 21, 2017

---

Chairman Calvin Leary asked what kind of homes would be built. Steve Bradshaw responded that they would be Stick Built homes.

Dan Porter stated that the Public Hearing for this would be set for August 7, 2017.

Chairman Calvin Leary asked if there were any further questions or comments from Board or Staff. Hearing none, he entertained a motion.

***Motion to Approve UDO 2016-09-14 Special Use Permit Preliminary Plat Sandy Hook Crossing with Conditions as stated in Staff Findings***

<b>RESULT:</b>	<b>PASSED [4 TO 0]</b>
<b>MOVER:</b>	Ray Albertson, Board Member
<b>SECONDER:</b>	Patricia Delano, Vice Chairman
<b>AYES:</b>	Leary, Harris, Delano, Albertson
<b>ABSENT:</b>	Etheridge, McCall
<b>RECUSED:</b>	Bradshaw

**INFORMATION FROM BOARD AND STAFF - NONE**

**CONSIDER DATE OF NEXT MEETING - JULY 19, 2017**

**ADJOURN**

***Motion to Adjourn***

<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
<b>MOVER:</b>	Ray Albertson, Board Member
<b>SECONDER:</b>	Fletcher Harris, Board Member
<b>AYES:</b>	Leary, Harris, Delano, Albertson, Bradshaw
<b>ABSENT:</b>	Etheridge, McCall

Meeting Adjourned at 7:40 PM.

---

*Chairman Calvin Leary  
Camden County Planning Board*

**ATTEST:**

---

*Amy Barnett  
Planning Clerk*