



# **BOARD OF COMMISSIONERS**

**October 03, 2022  
7:00 PM**

*This agenda is only a tentative schedule of matters the Commissioners may address at their meeting and all items found on it may be deleted, amended or deferred. The Commissioners may also, in their absolute discretion, consider matters not shown on this agenda.*

*Special accommodations for the disabled who attend public meetings can be made by contacting the Clerk to the Board 24 hours in advance at 252-338-6363, Ext. 311.*

**Please silence cell phones.**

## **Agenda**

**Camden County Board of Commissioners  
October 03, 2022; 7:00 PM  
Camden Public Library - Boardroom  
118 Hwy 343 North**

### **Welcome & Call to Order**

### **Invocation & Pledge of Allegiance**

Pastor Bill Blake, McBride United Methodist Church

**ITEM 1.     Consideration of Agenda** (For discussion and possible action)

**ITEM 2.     Conflict of Interest Disclosure Statement**

**ITEM 3.     Public Comments**

It is requested that comments be limited to (2-3) minutes. The length and number of comments may be limited upon the Chairman's discretion due to scheduling and other issues.

### **Recess to South Camden Water & Sewer District Board of Directors**

### **Reconvene Board of Commissioners**

**ITEM 4.     Public Hearings**

- A. Zoning Map Amendment for 242 Keeter Barn Road - Amber Curling
- B. Preliminary Plan Application for Meadows at North River Crossing Major Subdivision - Amber Curling

**ITEM 5.     New Business** (For discussion and possible action)

- A. Tax Report - Lisa Anderson
- B. 2023 Schedule of Values - Pearson Appraisals
- C. Debris Monitoring Contract Extension Request - Erin Burke

- D. Emergency Management Ordinance - Erin Burke
- E. Facility Usage Policy - Erin Burke
- F. Set Public Hearing for NCDOT Right-Of-Way Acquisition - Erin Burke

**ITEM 6.      Board Appointments (For discussion and possible action)**

- A. Parks & Recreation Advisory Board
- B. Senior Tar Heel Legislature
- C. ABC Board

**ITEM 7.      Consent Agenda**

- A. BOC Meeting Minutes
- B. Budget Amendments
- C. DMV Monthly Report
- D. Pickups, Releases & Refunds
- E. Vehicle Refunds Over \$100.00
- F. Senior Center General Purpose Funding FY 22-23
- G. Records Retention and Disposition Schedule
- H. Order to Collect 2022 Taxes
- I. Set Public Hearing - Zoning Map Amendment

**ITEM 8.      County Manager's Report**

**ITEM 9.      Commissioners' Reports**

**ITEM 10.     Information, Reports & Minutes from Other Agencies**

- A. Register of Deeds Report
- B. Library Report
- C. NC Forest Service Annual Report
- D. ABC Funds Report for FY 2021

**ITEM 11.     Other Matters (For discussion and possible action)**

**ITEM 12.     Adjourn**



## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### Public Comments

<b>Item Number:</b>	4.A
<b>Meeting Date:</b>	October 03, 2022
<b>Submitted By:</b>	Amber Curling, Planning & Zoning Prepared by: Karen Davis
<b>Item Title</b>	<b>Zoning Map Amendment - 242 Keeter Barn Road</b>
<b>Attachments:</b>	1_PH_AgendaSummary_OrangePumpkinRezoning (DOCX) 2_OrangePumpkinRezoning_StaffReport2022_10_03 (DOCX) 3_KeeterBarn_OrangePumpkinApplication (PDF) 4_KeeterBarn_OrangePumpkinDeed (PDF) 5_SitePlan (PDF) 6_CommunityMeetingMinutes (PDF) 7_Summary ReportRR_SR (PDF)

Agenda summary and supporting documentation attached.



**Camden County Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Meeting Date:** October 3, 2022

**Attachments:** Orange Pumpkin LLC Rezoning Staff Findings, Application, Site Plan, Zoning Comparison, Neighborhood Meeting Summary, Deed, Ordinance

**Submitted By:** Planning Department

**Item Title:** Application for Zoning Map Amendment from Orange Pumpkin LLC

**Summary:**

Orange Pumpkin LLC has requested a map amendment for approximately 97 acres from the Rural Residential (RR) zoning district to the Suburban Residential (SR) zoning district. The 97 acres is currently being used for Farmland, Woods and Two Residential Sites located at 242 Keeter Barn Rd in the South Mills Township.

The neighborhood meeting was held on May 11, 2022. The Planning Board on August 17<sup>th</sup>, 2022 voted 3 to 1, recommending denial of the Rezoning Application.

The proposed zoning map amendment is inconsistent with the 2005 CAMA Future Land Use Plan which has the property identified as Low Density Residential on 1 or more acre lots.

The proposed zoning map amendment is inconsistent with the 2012 County's Comprehensive Future Land Use Map which has the property identified as Rural Residential Uses on one to two acre lots.

**Recommendation:**

**Consistency Statement Motion:**

The requested zoning map amendment is inconsistent with the Camden County Future Land Use Plans, which identifies the property as Low Density Residential on lots 1 to 2 acres or greater.

**Motion for denial:**

Motion for denial of the Ordinance 2022-10-01/Rezoning Application (UDO 2022-06-09) of the 97-acre parcel located at 242 Keeter Barn Rd from Rural Residential to Suburban Residential.

**Reasonableness Statement for denial:**

The requested zoning map amendment is not reasonable and in the public interest because of a lack of resources.

**STAFF REPORT**  
**Ordinance 2022-10-01**  
**UDO 2022-06-07**  
**Zoning Map Amendment**

**PROJECT INFORMATION**

**File Reference:** 2022-06-007  
**Project Name:** Keeter Barn Rd Project  
**PIN:** 01.7080.00.55.5061.0000

**Applicant:** Orange Pumpkin LLC  
**Address:** 2505 NS Boca Raton Blvd  
 Boca Raton, Florida 33431

**Phone:** 757-773-6851  
**Email:** tommyj777@outlook.com

**Agent for Applicant:** Same as Applicant  
**Address:**

**Phone:**  
**Fax:**  
**Email:**

**Current Owner of Record:** Applicant

**Meeting Dates:**  
 May 11, 2022 at 6 pm Neighborhood Meeting  
 August 17, 2022 at 7pm Planning Board Meeting

**Application Received:** 6/8/2022  
**By:** Amber Curling, Planning

**Application Fee paid:** \$1520.00 Ck# 1105

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

**Documents received upon filing of application or otherwise included: (All Documents in Pkg)**

- A.** Rezoning Application
- B.** Deed
- C.** Site Plan
- D.** Neighborhood Meeting Comments
- E.** Zoning Comparison between Rural Residential to Suburban Residential

**REQUEST:** Orange Pumpkin LLC is requesting a Zoning Map Amendment per Article 151.2.3.30 of the Unified Development Ordinance for a parcel on Keeter Barn Rd from Rural Residential to Suburban Residential.

**Property Location:** The 97-acre parcel is located at 242 Keeter Barn Rd in the South Mills Township. The parcel contains 2 residential home sites. The parcel ID is 01-7080-00-55-5061.0000.

## Rezoning from Rural Residential Zoning District:

Rural Residential (RR) Purpose Statement (Article 151.3.5.3)

The Rural Residential (RR) district is established to accommodate low density residential neighborhoods and supporting uses on lots near bona fide farms and agricultural areas in the rural portion of the County. The district is intended to accommodate residential development in ways that will not interfere with agricultural activity or negatively impact the rural character of the County. 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. 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.

## Zoning Map Amendment to Suburban Residential Zoning District:

Suburban Residential (SR) Purpose Statement (Article 151.3.5.5)

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-acre 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.

## SITE DATA

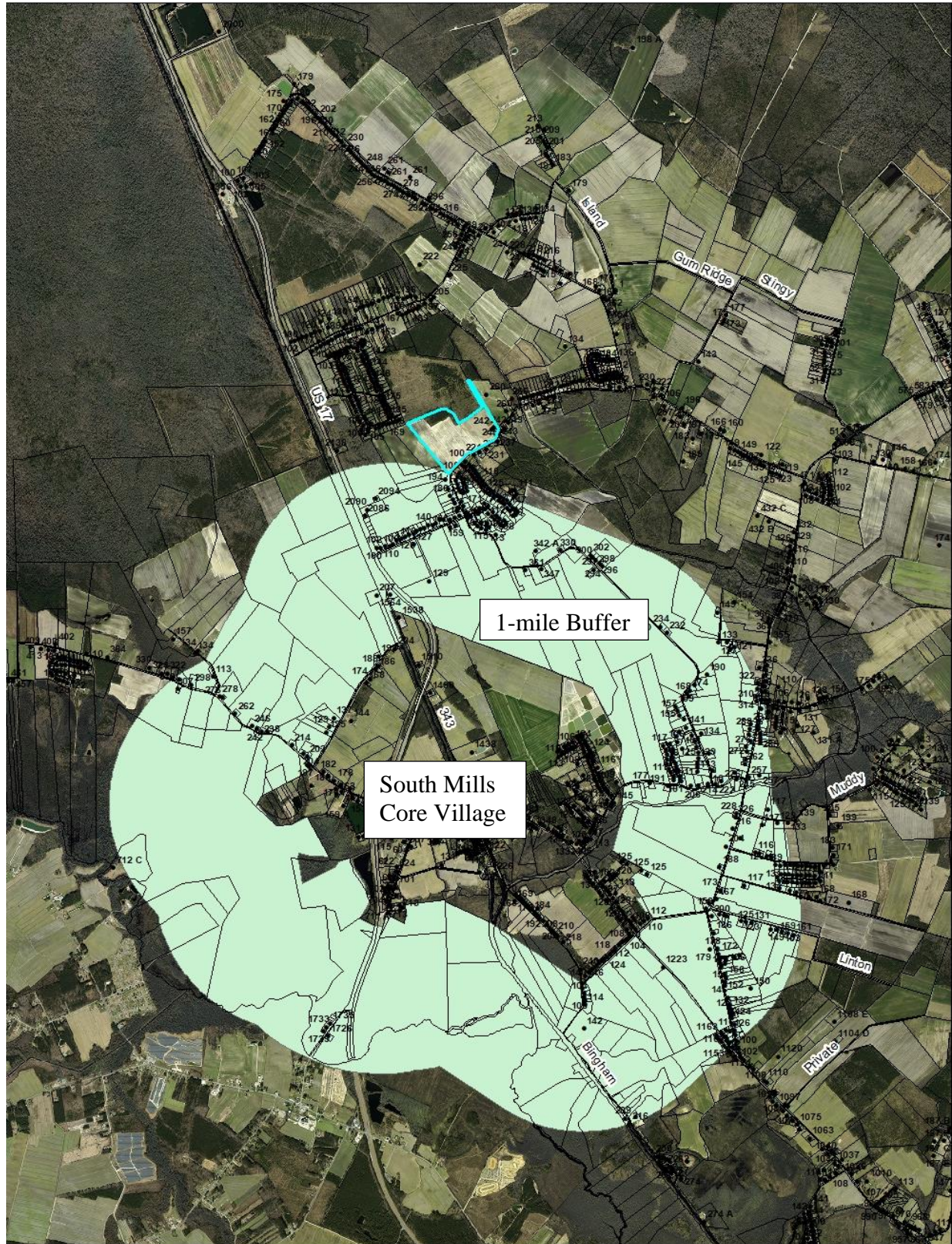
**Size of Lot:** Approximately 97 acres  
**Flood Zone:** X  
**Zoning District(s):** Rural Residential  
**Existing Land Uses:** Farm Land, Woods, and Two Residential Home Sites

**Adjacent Property Uses:** Residential Lots, Woods, and Farmland

	North	West	South	Southeast
<b>Zoning</b>	Suburban Residential (SR)	Rural Residential (RR)	Rural Residential (RR)	Rural Residential (RR)
<b>Use</b>	Woods	Farmland	Farmland	Farmland Residential Lot

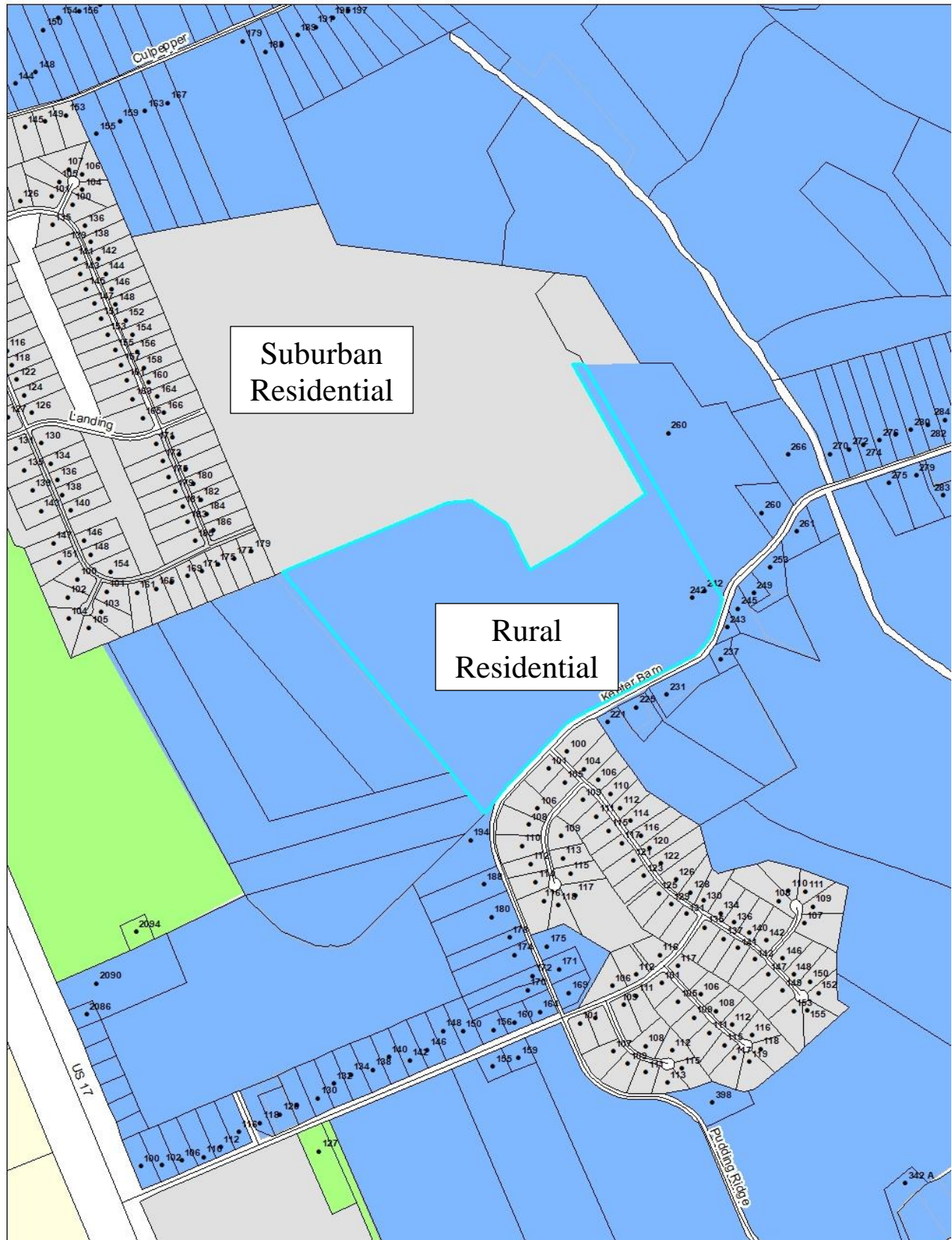


# PROJECT LOCATION: South Mills Township

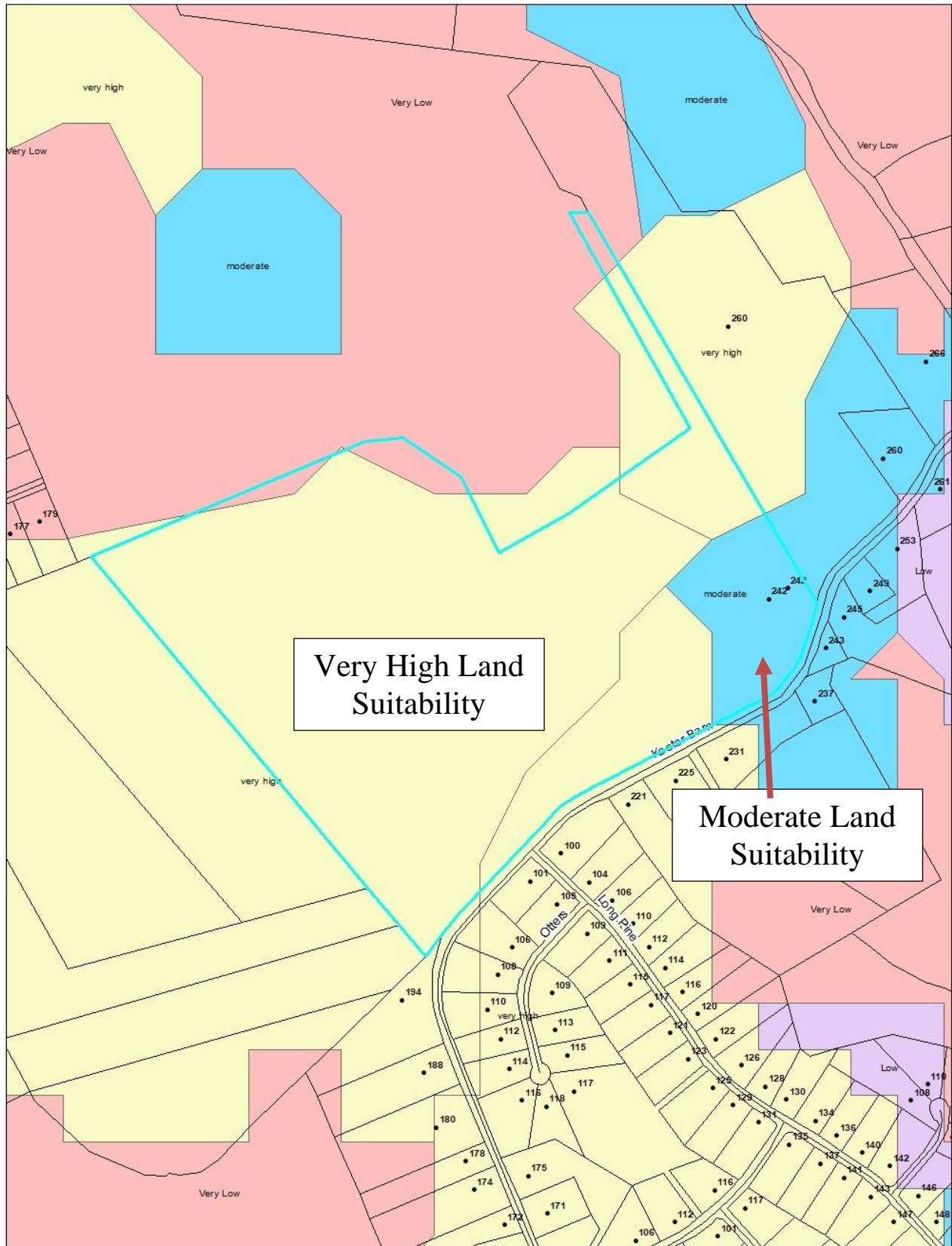




## Zoning District

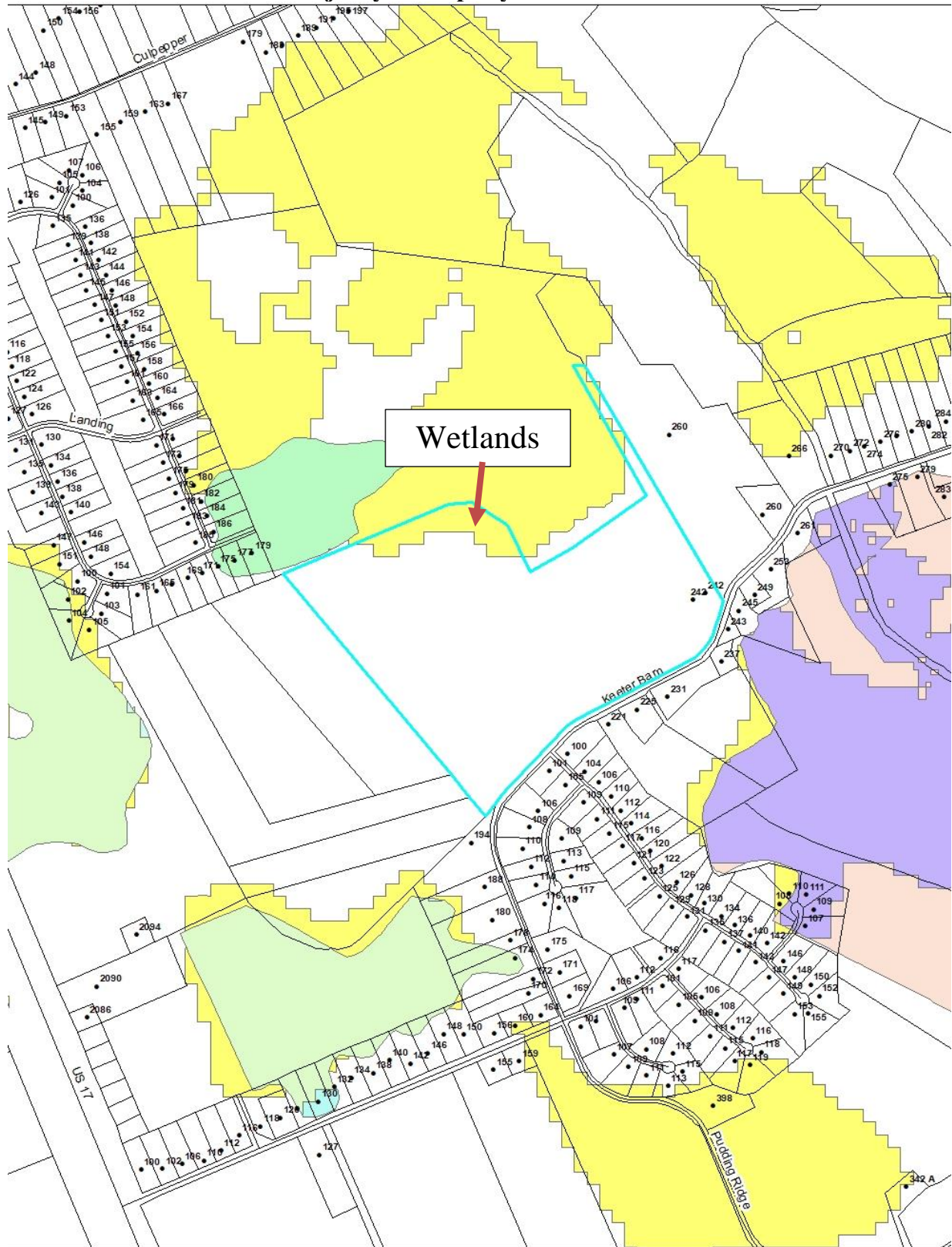


# CAMA Land Suitability:

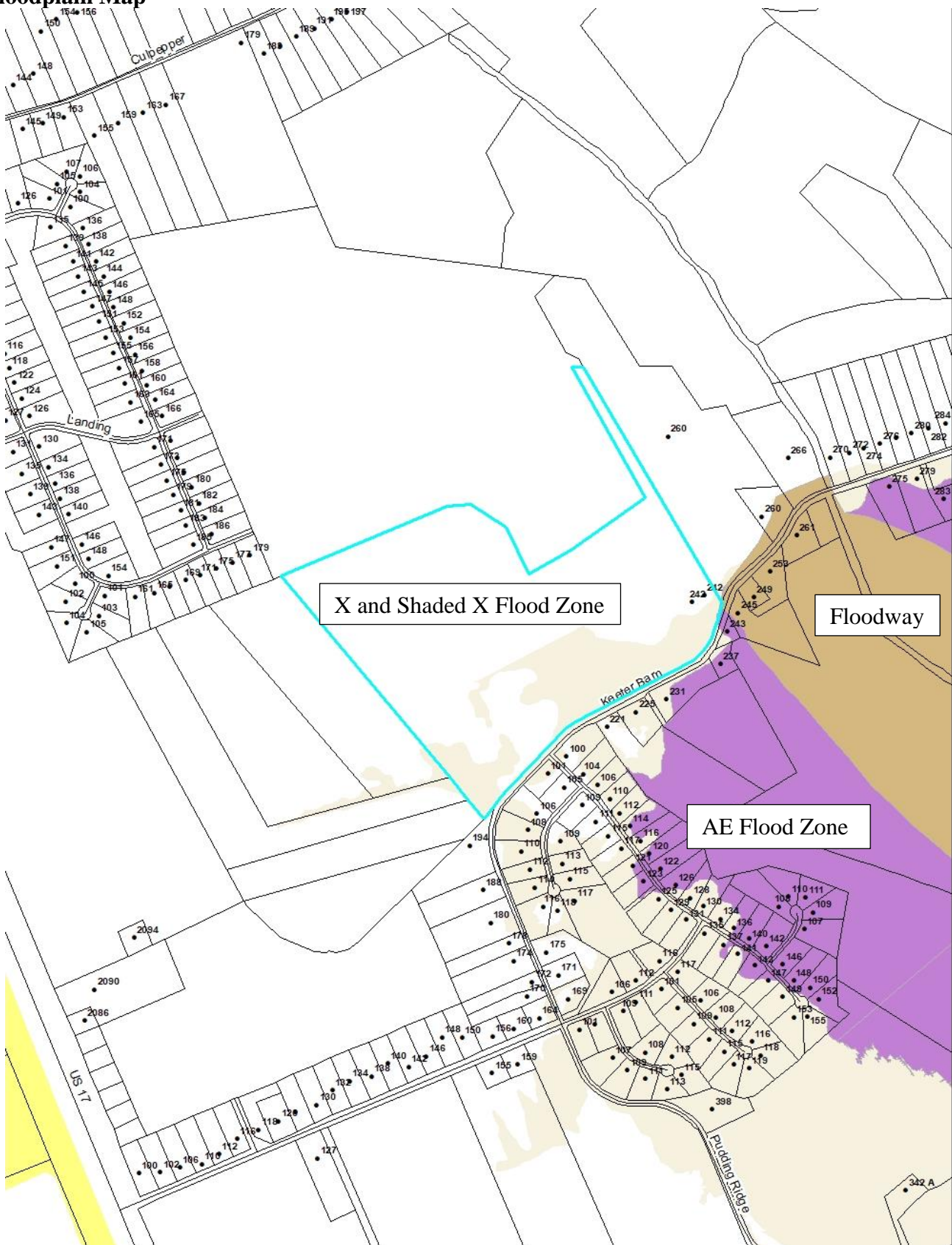




# Not Located in Watershed and Majority of Property not located in Wetlands

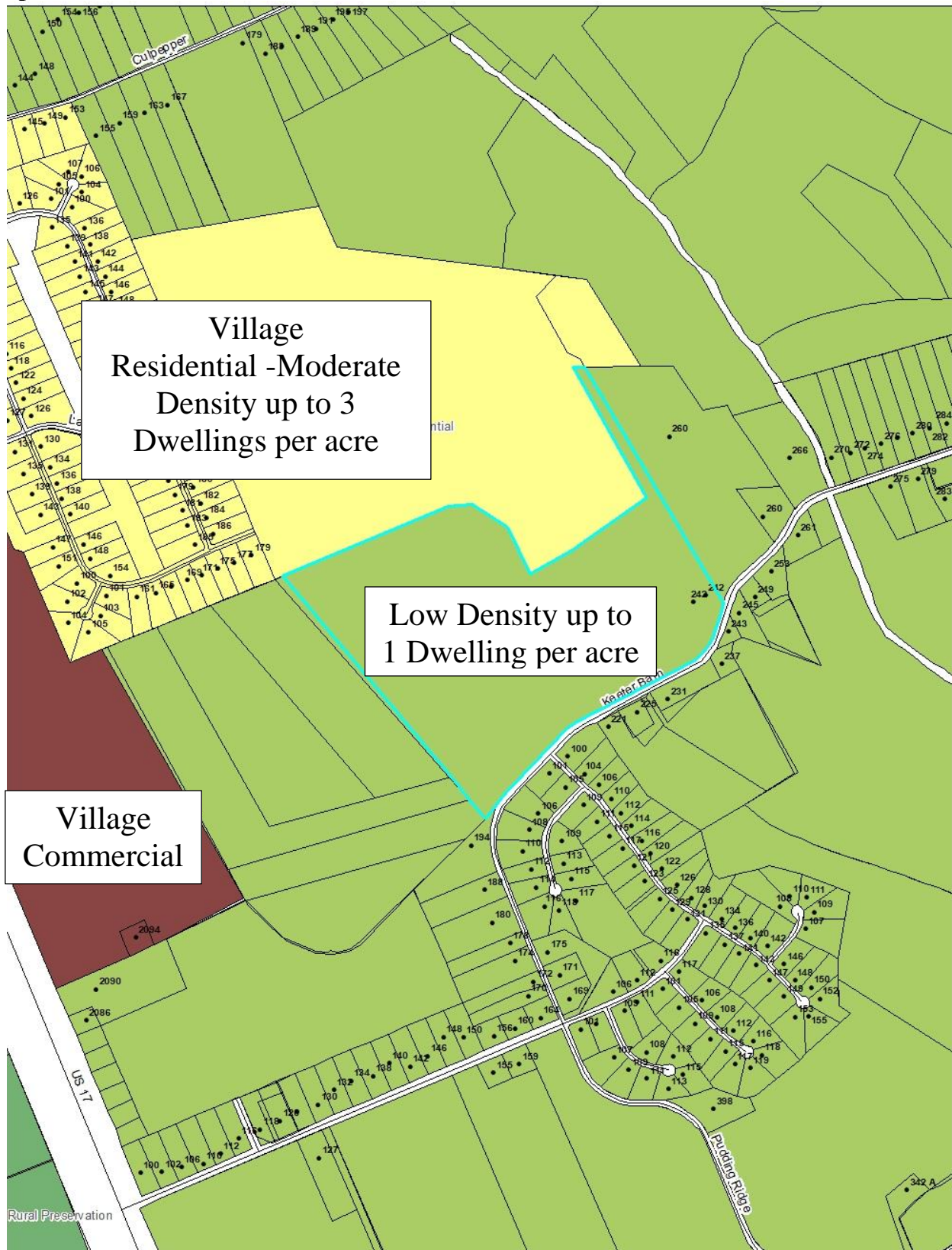


# Floodplain Map





## Comprehensive Future Land Use Plan

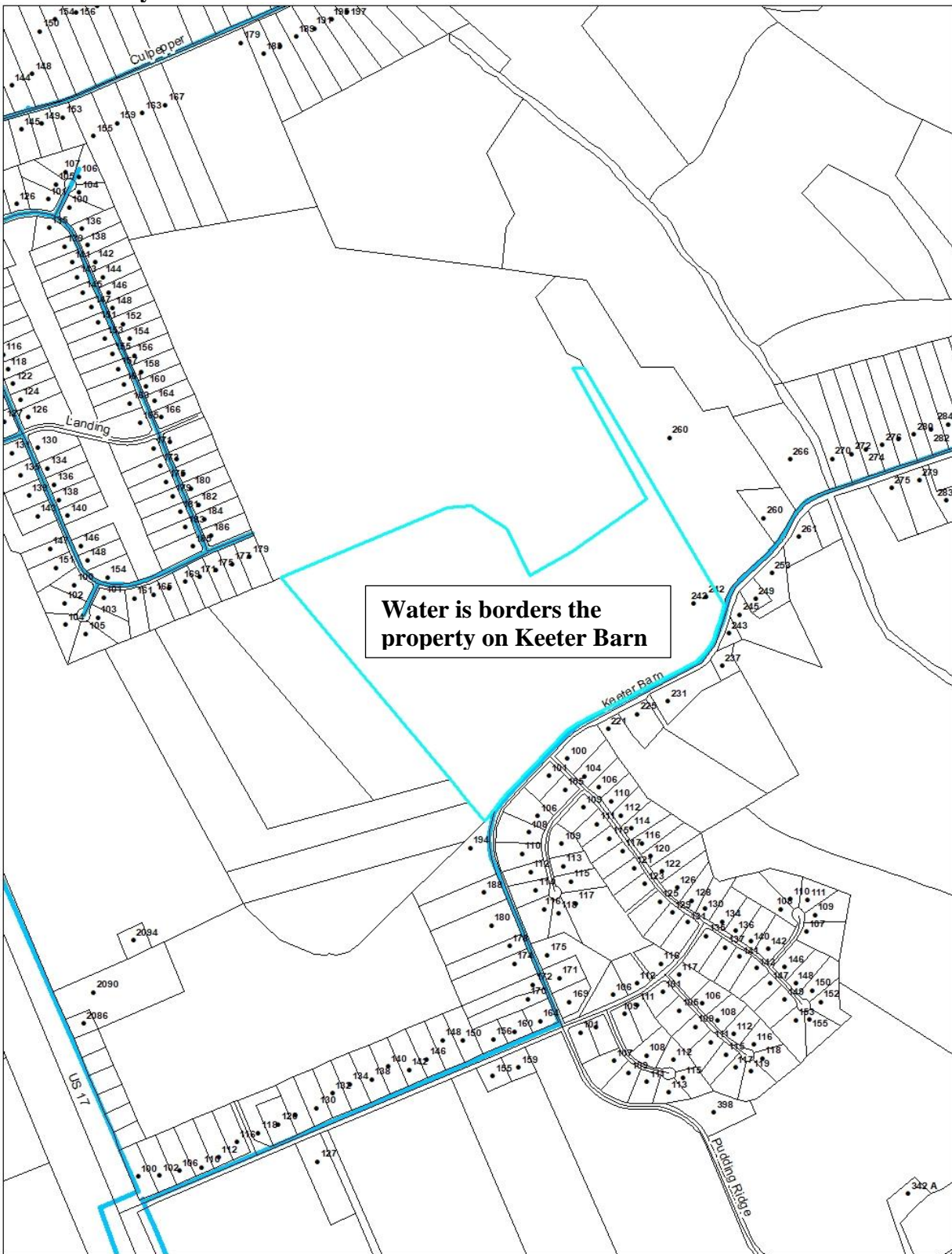


## CAMA Future Land Use Map





## Water Availability



## INFRASTRUCTURE & COMMUNITY FACILITIES

**Water:** Water lines are located adjacent to property along Keeter Barn Road

**Sewer:** Not available.

**Fire District:** South Mills Fire District.

**Schools:** Proposed zoning will have an impact on Schools.

**Traffic:** Proposed zoning will have impact on Traffic.

An Impact Analysis is required at development stage.

Goal when Reviewing of Zoning Regulations in accordance with the Camden County Land Use Plans is to make sure the project is designed to:

- to lessen congestion in the streets;
- to secure safety from fire, panic, and other dangers;
- to promote health and the general welfare;
- to provide adequate light and air;
- to prevent the overcrowding of land;
- to avoid undue concentration of population; and
- to facilitate the adequate provision of transportation, water, sewage, schools, parks and other public requirements

### **SPECIFIC CAMA LAND USE QUESTIONS TO CONSIDER:**

#### **1. Does Camden County need more land in the zoning class requested?**

In the appropriate location Suburban Residential (SR) zoning district works well. Suburban Residential represents in all of Camden is 1.79% of zoning district and 2.05% in South Mills Township, 1.50% in Courthouse Township, 1.57% in the Shiloh Township.

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

There is other land in the County which is currently zoned as Suburban Residential (SR) or which could be rezoned. The rezoning is consistent with the CAMA Future Land Use Plan and the Comprehensive Future Land Use Plan.

#### **3. Is the request in accordance with the Camden County land use plan?**

The request is consistent with the Comprehensive and CAMA Future land use plans.

#### **4. Will the request have serious impact on traffic circulation, parking space, sewer and water services, other utilities?**

The proposed zoning uses will have an impact on all public services. The specific service and to what extent of the impact will be determined during the development approval process of the property.

#### **5. Will the request have an impact on other county services, including police protection, fire protection or the school system?**

The proposed zoning uses will have an impact on all public services. The specific service and to what extent of the impact will be determined during the development approval process of the property.

**6. Is there a good possibility that the request, as proposed, will result in lessening the enjoyment or use of adjacent properties?**

All permitted uses in the requested zoning classification should not lessen the enjoyment or use of any adjacent properties.

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

All uses permitted in the requested zoning classification should not cause any serious noise, odors, light activity, or unusual disturbances.

**8. Does the request raise serious legal questions such as spot zoning, hardship, violation of precedents, or need for this type of use?**

There does not appear to be any serious legal concerns related to spot zoning, hardship, or violation of precedents.

**9. Does the request impact any CAMA Areas of Environmental Concern?**

The request does not impact a CAMA Area of Environmental Concern.

**CONSISTENCY with PLANS and MAPS**

**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 with the CAMA Future Land Use Map which has the property identified as Low Density Residential (on lots 1 acre or greater). A Conservation Subdivision in the Suburban Residential (SR) Zoning district allows a minimum of half acre lots.

**2035 Comprehensive Plan**

Consistent ☐

Inconsistent ☒

The County's Comprehensive Future Land Use Map (Adopted 2012) shows the current property is identified as One to Two Acre Rural Residential. A Conservation Subdivision in the Suburban Residential (SR) Zoning district allows a minimum of half acre lots which creates inconsistency with the Plan.

**Comprehensive Transportation Plan**

Consistent ☒

Inconsistent ☐

Property abuts Keeter Barn Road

**Other Plans officially adopted by the Board of Commissioners**

N/A

**Summary:**

The proposed zoning map amendment is inconsistent with the 2005 CAMA Future Land Use Plan which has the property identified as Low Density Residential (on 1-2 acre lots).

The proposed zoning map amendment is inconsistent with the 2012 County's Comprehensive Future Land Use Map which has the property identified as One to Two Acre Rural Residential.

**Recommendation:**

The Planning Board on August 17<sup>th</sup>, 2022 voted 3 to 1, recommending denial of the Rezoning Application.

Planning Staff supports the Planning Board recommendation for the denial of the Rezoning Application Ordinance 2022-10-01 (UDO 2022-06-07) of the 97-acre parcel located at 242 Keeter Barn Rd from Rural Residential to Suburban Residential.



## Zoning Map Amendment Application

### OFFICIAL USE ONLY:

UDO Number: 2022-06-07  
 Date Filed: 6/8/2022  
 Amount Paid: \$1520.00  
 Received By: guy  
ck# 1105

### Contact Information

☒ PROPERTY OWNER ☐ APPLICANT ☐ AGENT FOR APPLICANT

Name: Orange Pumpkin, LLC (Tommy Johnson)

Name: \_\_\_\_\_

Address: 2505 NW Boca Raton Blvd.  
Boca Raton, FL 33431

Address: \_\_\_\_\_

Telephone: 757.773.6851

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: tommyj777@outlook.com

Email: \_\_\_\_\_

LEGAL RELATIONSHIP OF APPLICANT TO PROPERTY OWNER: Owner

DOCUMENTATION OF PROPERTY OWNER GIVING CONSENT TO APPLICANT (Y/N/NA) N/A

### Property Information

Physical Street Address 242 Keeter Barn Road, South Mills

Location: North side of Keeter Barn Road, across from Long Pine Road intersection

Parcel ID Number(s): 017080005550610000

Deed Book/ Page Number and/or Plate Cabinet/Slide Number DB 345, Pg 272

Total Parcel(s) Acreage: 97 ac Perk Test or County Sewer Approval N/A

Existing Land Use of Property: Agriculture Proposed Land Use Residential

### Request

Current Zoning of Property: Rural Residential Proposed Zoning District: Suburban Residential

Total Acreage for Rezoning: 97 ac Are you rezoning the entire parcel(s): ☒ Yes ☐ No

Metes and Bounds Description Provided: ☒ Yes ☐ No See Deed

Community Meeting, if applicable: Date Held: 5-11-2022 ; Location: Camden Courthouse

## Zoning Change Application Questions

*The UDO requires the Board to consider principal issues when considering an application for a zoning change. Please respond to each issue in the space provided below or on a separate sheet.*



**(A) What reasons/purpose for the rezoning request?**

The adjacent developments are already zoned Suburban Residential and future development of this parcel if rezoned, would be in keeping with those existing characteristics such as open space, lot size and density.

**(B) Will the rezoning request cause noise, odors, light, activity or unusual disturbances?**

No

**(C) How will the proposed zoning change enhance the public health, safety, or welfare?**

By rezoning to a classification that will allow smaller lots and higher yield, future development will result in lower end user cost and home availability. More homes in the area will add to the tax revenue for the County, which would help in funding infrastructure and County services.

**(D) Is the rezoning consistent with the purposes, goals, objectives and policies of the County's adopted policy guidance and future land use plans?**

The zoning classification is consistent with the 2035 CAMA Land Use Plan.

**(E) Is the rezoning in the best interest of the public? Explain.**

Rezoning will promote future development to be in harmony with those developments surrounding the parcel and continue to add value to single-family homes in the neighboring subdivisions.

**(F) For proposals to re-zone to non-residential districts along major arterial roads: N/A**

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

(2) What extraordinary showing of public need or demand is met by this application?

I, the undersigned, do certify that all of the information presented in this application is accurate to the best of my knowledge, information, and belief. Further, I hereby authorize county officials to enter my property for purposes of determining zoning compliance. All information submitted and required as part of this application process shall become public record.



Property Owner(s)/Applicant

May 12, 2022

Date

**Note: Form must be signed by the owner(s) of record, contract purchaser(s), or other person(s) having a recognized property interest. If there are multiple property owners/applicants, a signature is required for each.**

10/09/2020



Doc No: 201451  
 Recorded: 05/05/2016 01:56:20 PM  
 Fee Amt: \$26.00 Page 1 of 2  
 Excise Tax: \$0.00  
 Camden County North Carolina  
 Tammie Krauss, Register of Deeds  
 BK 345 PG 272 - 273 (2)

# NORTH CAROLINA GENERAL WARRANTY DEED

Excise Tax:

Parcel Identifier No. 01.7080.00.55.5061.0000 Verified by Camden County on the 5<sup>th</sup> day of May, 2016  
 By: 134-17 \$0100 Kan BGP no delinquent taxes - BGP - 5-5-16

Mail/Box to: Trimpi & Nash, LLP, 200 N. Water St, Ste 2A, Elizabeth City, NC 27909

This instrument was prepared by: John G. Trimpi, 200 N. Water St, Ste 2A, Elizabeth City, NC 27909  
 (NO TITLE WORK REQUESTED OR PERFORMED BY PREPARER)

Brief description for the Index: 242 Keeter Barn Road

THIS DEED made this 28<sup>th</sup> day of April, 2016, by and between

GRANTOR	GRANTEE
Thomas Patrick Johnson, unmarried 15788 Glencrest Avenue Delray Beach, FL 33446	Orange Pumpkin, L.L.C., a North Carolina limited liability company 15788 Glencrest Avenue Delray Beach, FL 33446

The designation Grantor and Grantee as used herein shall include said parties, their heirs, successors, and assigns, and shall include singular, plural, masculine, feminine or neuter as required by context.

WITNESSETH, that the Grantor, for no consideration given by the Grantee, has and by these presents does grant, bargain, sell and convey a unto the Grantee in fee simple all that certain tract or parcel of land situated in South Mills Township, Camden County, North Carolina and more particularly described as follows:

Beginning at an iron pipe located on the North side of State Road #1225 at or close to that point where the said road curves to the Southwest at or near the line of A.B. Coleman land, this point of beginning being at the dividing line between E. Overton Albertson and Ruth Albertson Foster, and thence running from said point of beginning North 4° 32' East 2356.56 feet to an iron pipe; thence running South 68° 17' East 612.87 feet along a ditch bounded on the North by the Ferebee Tract to a point; thence running South 69° 49' East 454.28 feet along said ditch to a point; thence running South 68° 25' East 277.40 feet along said ditch to a point; thence South 50° 12' East 160.24 feet along said ditch to a point; thence South 19° 39' West 266.40 feet along said ditch to a point; thence South 70° 21' East 172.60 feet along said ditch to a point; thence South 18° 24' West 401.64 feet along said ditch to a point; thence South 78° 14' East 345.18 feet along said ditch to a point; thence South 79° 30' East 131.2 feet a long said ditch to a point; thence South 79° 03' East 553.45 along said ditch to an iron pipe; thence North 15° 34' East 404.1 feet to a point; thence North 14° 50' East 415.75 feet to a point; thence North 15° 14' East 322.0 feet to a point; thence South 44° 50' East 102 feet to a point; thence South 14° 59' West 1656.89 feet along a ditch bounded on the East by Clarence Raper land to a point; thence South 12° 52' West 360.21 feet to a point; thence running South 11° 57' West 56.04 feet to a point; thence running South 61° 07' West 173.83 feet along State Road #1225 to a point; thence running South 66° 03' West 106.18 feet along said road to a point; thence South 75° 43' West 84.24 feet along said road to a point; thence running North 87° 22' West 57.87 feet along said road to a point; thence running North 73° 27' West 991.76 feet along said road to a point; thence running North 80° 43' West 124.65 feet along said road to a point; running thence South 87° 44' West 684.73 feet along said road to a point; thence running South 85° 06' West 226.09 feet along said road to the point of beginning; this being that tract of land designated "Tract 2 96.785 acres" on that map entitled "Albertson Heirs, Camden County, North Carolina, scale one inch equals 300 feet, August 4, 1972, Donald E. Wood, Registered Surveyor L-1324," which map is hereby incorporated in and made a part of this deed.

SUBJECT TO the Life Estate of Joseph J. White, Jr. in and to the 20 acre tract of land identified in Item Three of the Last Will and Testament of Ruth A. Foster, probated in Camden County, North Carolina in Estate File No. 03-E-2, in the Office of the Camden County Clerk of Superior Court.

Attachment: 4\_KeeterBarn\_OrangePumpkinDeed (Zoning Map Amendment - 242 Keeter Barn Road)

THIS IS A DEED OF GIFT.

The property hereinabove described was acquired by Grantor by instrument recorded in Deed Book 58, Page 385, Camden County Registry and Estate File 03-E-2 in the Office of the Camden County Clerk of Superior Court.

All or a portion of the property herein conveyed \_\_\_ includes or X does not include the primary residence of a Grantor.

This instrument prepared by John G. Trimpi, a licensed North Carolina attorney. Delinquent taxes, if any, to be paid by the closing attorney to the county tax collector upon closing.

TO HAVE AND TO HOLD the aforesaid tract or parcel of land and all privileges and appurtenances thereto belonging to the Grantee in fee simple.

And the Grantor covenants with the Grantee, that Grantor is seized of the premises in fee simple, has the right to convey the same in fee simple, that title is marketable and free and clear of all encumbrances, and that Grantor will warrant and defend the title against the lawful claims of all persons whomsoever, other than the following exceptions:

Easements, restrictions, rights of way of record, public service utility easements, if any, and 2016 Ad Valorem Taxes.

IN WITNESS WHEREOF, the Grantor has duly executed the foregoing as of the day and year first above written.

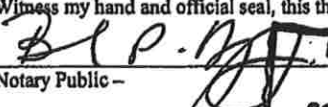
 (SEAL)  
Thomas Patrick Johnson

STATE OF VA

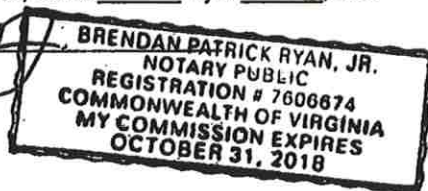
COUNTY OF VA BEACH

I, BRENDAN P. RYAN JR., a Notary Public of the County of VA BEACH and State of VA, certify that Thomas Patrick Johnson personally came before me this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed.

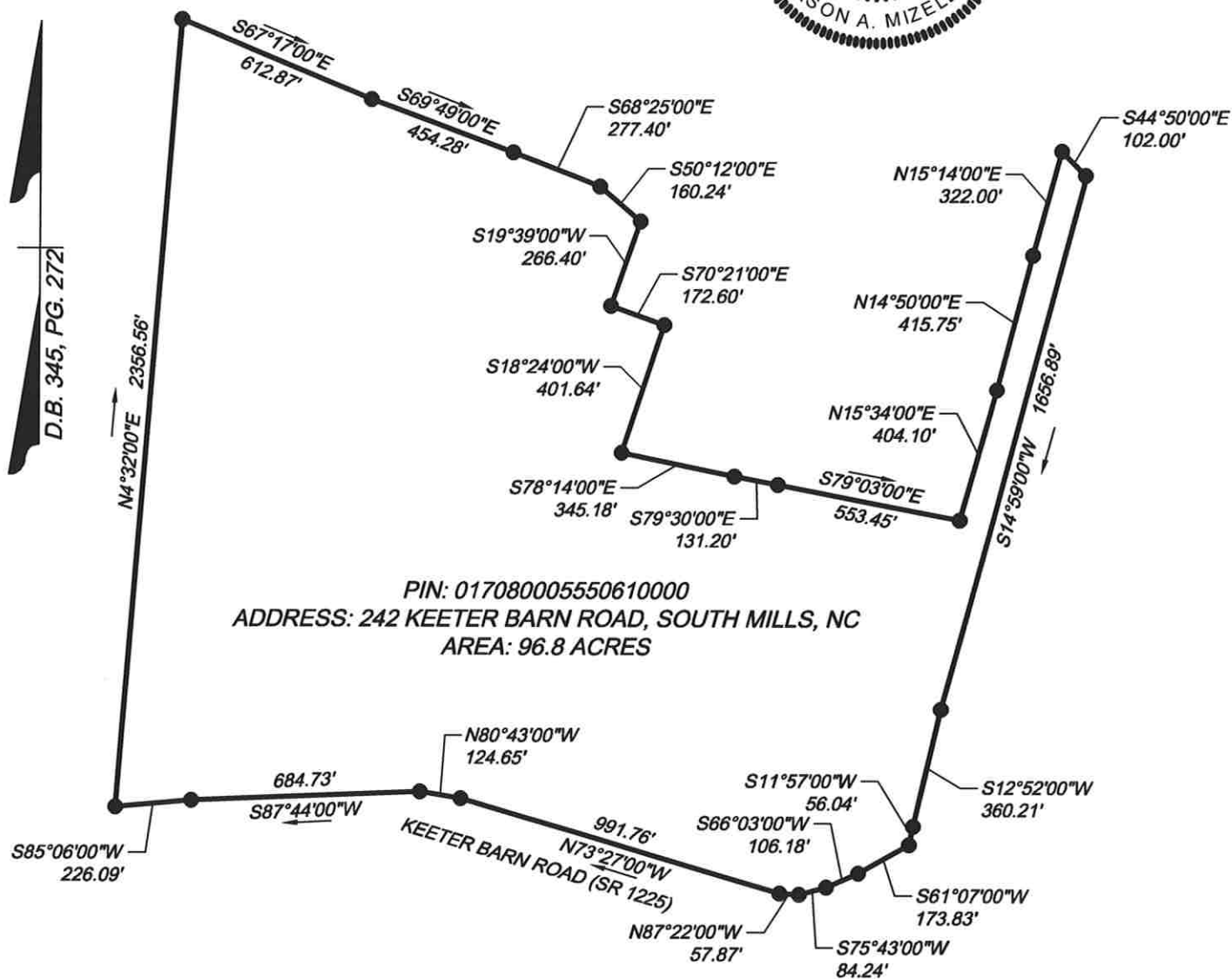
Witness my hand and official seal, this the 2<sup>ND</sup> day of MAY, 2016.

  
Notary Public -

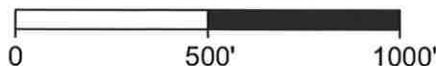
My Commission Expires:



THIS MAP IS FOR PRESENTATION  
PURPOSES ONLY AND IS NOT A  
FORMAL BOUNDARY SURVEY.  
SEE RECORDED REFERENCES.



SCALE 1"=500'



REZONING EXHIBIT FOR  
**ORANGE PUMPKIN, LLC**  
PROPERTY DESCRIBED IN DEED BOOK 345, PAGE 272

THIS DRAWING PREPARED AT THE  
**ELIZABETH CITY OFFICE**  
1805 West City Drive, Unit E | Elizabeth City, NC 27909  
TEL 252.621.5030 www.timmons.com C-1652

YOUR VISION ACHIEVED THROUGH OURS.

South Mills Township	Camden County
Date: May 17, 2022	Scale: 1" = 500'
Sheet 1 of 1	J.N.:53036
Drawn by: J. Mizelle	Checked by: J. Mizelle

**TIMMONS GROUP**



Doc No: 201636  
 Recorded: 06/09/2016 03:26:56 PM  
 Fee Amt: \$26.00 Page 1 of 3  
 Excise Tax: \$44.00  
 Camden County North Carolina  
 Tammie Krauss, Register of Deeds  
 BK 346 PG 412 - 414 (3)

### NORTH CAROLINA SPECIAL WARRANTY DEED

Excise Tax:

Parcel Identifier No. 01.7080.00.55.5061.0000 Verified by Camden County on the 9th day of June, 2016  
 By: 187-17 \$22,000.00 / \$220.00 stamp for no delinquency - total 6-9-16

Mail/Box to: Trimpi & Nash, LLP, 200 N. Water St. #2A, Elizabeth City, NC 27909

This instrument was prepared by: John G. Trimpi (No title work requested or performed)

Brief description for the Index: Life Estate in 20 Acres

THIS DEED made this 18th day of May, 2016, by and between

#### GRANTOR

JOSEPH J. WHITE, JR.

109 Yeopim Trail  
 Hertford, NC 27944

#### GRANTEE

ORANGE PUMPKIN, L.L.C.

15788 Glentrest Avenue  
 Delray Beach, FL 33446

Enter in appropriate block for each Grantor and Grantee: name, mailing address, and, if appropriate, character of entity, e.g. corporation or partnership.

The designation Grantor and Grantee as used herein shall include said parties, their heirs, successors, and assigns, and shall include singular, plural, masculine, feminine or neuter as required by context.

WITNESSETH, that the Grantor, for a valuable consideration of the sum of Twenty-two Thousand Dollars paid by the Grantee, the receipt of which is hereby acknowledged, has and by these presents does grant, bargain, sell and convey unto the Grantee in fee simple, all that certain lot or parcel of land situated in South Mills Township, Camden County, North Carolina and more particularly described as follows:

See Exhibit A attached hereto and made a part hereof.

The remainder interest in this property was vested in Thomas Patrick Johnson pursuant to Item Four of the Last Will and Testament of Ruth A. Foster as contained in File No. 03-E-2, Clerk of Superior Court of Camden County, North Carolina. Thomas Patrick Johnson

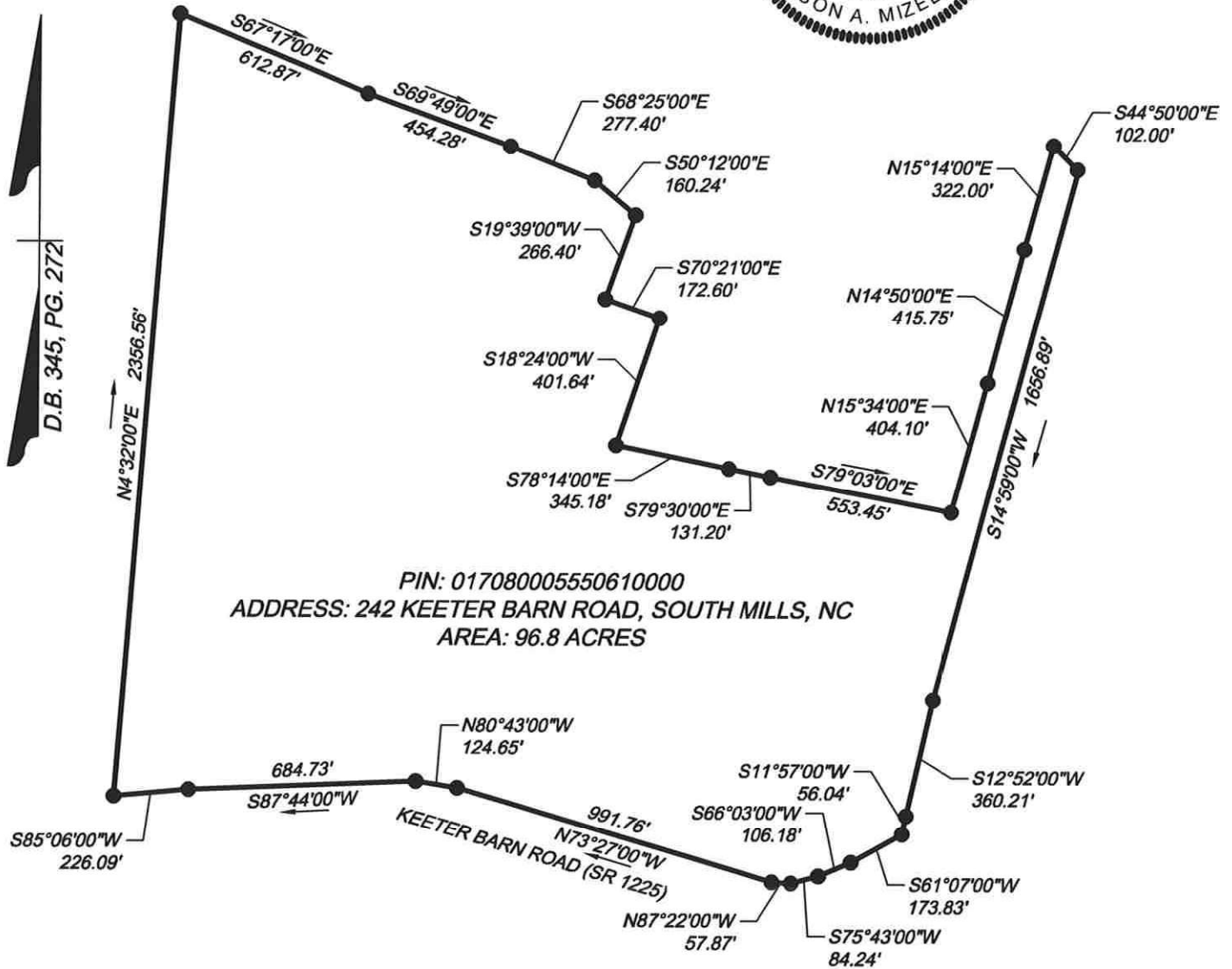
**EXHIBIT A**

Being 20 acres of the westernmost portion of Tract Two of the Albertson Heirs property located in South Mills Township in Camden County, North Carolina, Tract Two consisting of 96.785 acres as surveyed by Donald E. Wood, Registered Surveyor by plat dated August 4, 1972. This 20 acre tract is bounded on the North by the Ferebee tract, on the South by Keeter Barn Road (S.R. 1225), and on the West by the now or former Overton Albertson, who owns or owned Tract One. The eastern line runs parallel to the dividing line between Tract One and Tract Two and extends from S.R. 1225 to the ditch dividing the Ferebee tract from Tract Two.

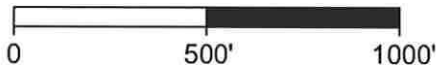
This being the life estate devised to Grantor in Item Three of the Will of Ruth A. Foster in file No. 03-E-2, Clerk of Superior Court of Camden County, NC.

Attachment: 4\_KeeterBarn\_OrangePumpkinDeed (Zoning Map Amendment - 242 Keeter Barn Road)

THIS MAP IS FOR PRESENTATION  
PURPOSES ONLY AND IS NOT A  
FORMAL BOUNDARY SURVEY.  
SEE RECORDED REFERENCES.



SCALE 1"=500'



REZONING EXHIBIT FOR  
**ORANGE PUMPKIN, LLC**  
PROPERTY DESCRIBED IN DEED BOOK 345, PAGE 272

THIS DRAWING PREPARED AT THE  
**ELIZABETH CITY OFFICE**  
1805 West City Drive, Unit E | Elizabeth City, NC 27909  
TEL 252.621.5030 www.timmons.com C-1652

YOUR VISION ACHIEVED THROUGH OURS.

South Mills Township	Camden County
Date: May 17, 2022	Scale: 1" = 500'
Sheet 1 of 1	J.N.: 53036
Drawn by: J. Mizelle	Checked by: J. Mizelle

**TIMMONS GROUP**





1805 West City Drive  
Unit E  
Elizabeth City, NC 27909

P 252.621.5030  
F 252.562.6974  
[www.timmons.com](http://www.timmons.com)

## COMMUNITY MEETING REPORT FOR KEETER BARN ROAD

Project: Rezoning 98-Acres on Keeter Barn Road  
Facilitator: Tom Johnson – Orange Pumpkin, LLC  
Date & Time: May 11, 2022 @ 6:00 PM  
Location: Historic Camden Court House

In preparation for the Community Meeting, twenty-two notices were mailed out notifying the adjoining property owners & the County Staff about the meeting. Tom Johnson (applicant) and Amber Curling (Camden Co) were in attendance. One resident attended the meeting:

Mr. Paul Stoddard - 104 Long Pine Road, South Mills, NC 27976 [pastoddard1987@gmail.com](mailto:pastoddard1987@gmail.com)

Mr. Stoddard didn't seem opposed to the rezoning request and was mainly curious as to the future plans for the property as he lived in the adjacent subdivision.

After sufficient time had passed and no one else showed up, the meeting was concluded.

We did receive one phone call prior to the meeting on April 22nd from Mr. Ronnie Albertson at 194 Keeter Barn in regards to the rezoning request for 242 Keeter Barn Road. He wasn't going to be able to attend the community meeting, but wanted to know what the request was about. I explained to him that it was a rezoning only and what the major differences were between the existing RR zoning and the proposed SR zoning were and that the properties/developments to the North & South were already zoned to Suburban Residential. That seemed to answer his question at the moment. I let him know he could call again if he had any additional questions

No other inquiries were made from residents by phone or email.

Respectfully submitted,

Jason A. Mizelle, PLS  
Timmons Group

Cc Camden County Planning

**Camden County, North Carolina  
Principal Use Table, District Comparison**

**4.A.g**

Use Class / Main Category / Category	"P"=Permitted, "S"=Special Use Permit, Blank=Prohibited	RR	SR
<b>Agricultural</b>			
<b>AGRICULTURE/HORTICULTURE</b>			
<i>All Agriculture/ Horticulture Uses</i>		P	P
<b>ANIMAL HUSBANDRY</b>			
<i>Animal Husbandry Uses (excluding stockyards and slaughterhouses)</i>			
<i>Stockyard/Slaughterhouse</i>			
<b>AGRICULTURAL SUPPORT</b>			
<i>Agricultural Research Facility</i>			
<i>Agri-Education/ Agri-Entertainment</i>		S	
<i>Distribution Hub for Agriculture Products</i>			
<i>Equestrian Facility</i>		S	S
<i>Farm Machinery Sales, Rental, or Service</i>			
<i>Farmers Market</i>		S	
<i>Roadside Market</i>			
<b>Residential</b>			
<b>HOUSEHOLD LIVING USES</b>			
<i>Bungalow Court</i>			
<i>Duplex</i>			
<i>Live/Work Dwelling</i>			
<i>Manufactured Home - Const After 6-15-1976</i>			
<i>Manufactured Home or Mobile Home Park</i>			
<i>Mobile Home - Const Prior to 6-15-1976</i>			
<i>Multi-Family</i>			
<i>Pocket Neighborhood</i>			
<i>Quadraplex</i>			
<i>Single-Family Attached</i>			
<i>Single-Family Detached</i>		P	P
<i>Triplex</i>			
<i>Upper Story Residential</i>			
<b>GROUP LIVING</b>			
<i>Dormitory</i>			
<i>Family Care Home</i>		P	P
<i>Group Home</i>		S	
<i>Rooming House</i>			

Attachment: 7\_Summary ReportRR\_SR (Zoning Map Amendment - 242 Keeter Barn Road)



**Camden County, North Carolina**  
**Principal Use Table, District Comparison**

**4.A.g**

Use Class / Main Category / Category	"P"=Permitted, "S"=Special Use Permit, Blank=Prohibited	RR	SR
<b>Institutional</b>			
<b>COMMUNITY SERVICES</b>			
<i>Community Center</i>			
<i>Cultural Facility</i>			
<i>Library</i>			
<i>Museum</i>			
<i>Senior Center</i>			
<i>Youth Club Facility</i>			
<b>DAY CARE</b>			
<i>Adult Day Care Center</i>			
<i>Child Care Center</i>			
<b>EDUCATIONAL FACILITIES</b>			
<i>Major</i>			
<i>Moderate</i>			
<i>Minor</i>		S	S
<b>GOVERNMENT FACILITIES</b>			
<i>Government Office</i>			
<i>Government Maintenance, Storage, or Distribution Facility</i>			
<b>HEALTH CARE FACILITIES</b>			
<i>Drug or Alcohol Treatment Facility</i>			
<i>Hospital</i>			
<i>Medical Treatment Facility</i>			
<b>INSTITUTIONS</b>			
<i>Assisted Living Facility</i>		S	
<i>Club or Lodge</i>			
<i>Halfway House</i>			
<i>Nursing Home</i>			
<i>Psychiatric Treatment Facility</i>			
<i>Religious Institution</i>			
<b>PARKS AND OPEN AREAS</b>			
<i>Cemetery</i>		S	S
<i>Community Garden</i>		P	P
<i>Park, Public or Private</i>		S	S

Attachment: 7\_Summary ReportRR\_SR (Zoning Map Amendment - 242 Keeter Barn Road)

**Camden County, North Carolina  
Principal Use Table, District Comparison**

**4.A.g**

<b>Use Class / Main Category / Category</b>	<b>"P"=Permitted, "S"=Special Use Permit, Blank=Prohibited</b>	<b>RR</b>	<b>SR</b>
<b>PUBLIC SAFETY</b>			
<i>Police, Fire, or EMS Facility</i>		S	S
<i>Correctional Facility</i>			
<i>Security Training Facility</i>			
<b>TRANSPORTATION</b>			
<i>Airport</i>			
<i>Helicopter Landing Facility</i>			
<i>Passenger Terminal, Surface Transportation</i>			
<b>UTILITIES</b>			
<i>Utility, Major</i>		S	S
<i>Utility, Minor</i>		P	P
<b>Commercial</b>			
<b>ADULT AND SEXUALLY-ORIENTED BUSINESSES</b>			
<i>All Adult and Sexually-Oriented Businesses</i>			
<b>ANIMAL CARE</b>			
<i>Major</i>			
<i>Minor</i>			
<b>EATING ESTABLISHMENTS</b>			
<i>Restaurant, Major</i>			
<i>Restaurant, Minor</i>			
<i>Bar, Nightclub, or Dance Hall</i>			
<b>OFFICES</b>			
<i>Major</i>			
<i>Minor</i>			
<b>PARKING, COMMERCIAL</b>			
<i>All</i>			
<b>PERSONAL SERVICES</b>			
<i>Major</i>			
<i>Minor</i>			
<b>RECREATION/ENTERTAINMENT, INDOOR</b>			
<i>Major</i>			
<i>Minor</i>			

Attachment: 7\_Summary ReportRR\_SR (Zoning Map Amendment - 242 Keeter Barn Road)

**Camden County, North Carolina  
Principal Use Table, District Comparison**

**4.A.g**

<b>Use Class / Main Category / Category</b>	<b>"P"=Permitted, "S"=Special Use Permit, Blank=Prohibited</b>	<b>RR</b>	<b>SR</b>
<b>RECREATION/ENTERTAINMENT, OUTDOOR</b>			
<i>Major</i>			
<i>Minor</i>			
<i>Firing Range</i>			
<i>Water-Related Uses</i>			
<b>RETAIL SALES</b>			
<i>Flea Market</i>			
<i>Grocery Store</i>			
<i>Major</i>			
<i>Minor</i>			
<b>STORAGE, COMMERCIAL</b>			
<i>Major</i>			
<i>Minor</i>			
<b>TELECOMMUNICATIONS</b>			
<i>Antenna Collocation (on a Building)</i>			
<i>Antenna Collocation (on a Tower)</i>			
<i>Small Wireless Facility</i>			
<i>Telecommunications Tower, Freestanding</i>			
<i>Telecommunications Tower, Stealth</i>		P	P
<b>VEHICLE ESTABLISHMENT</b>			
<i>Major</i>			
<i>Minor</i>			
<b>VISITOR ACCOMMODATIONS</b>			
<i>Bed and Breakfast</i>			
<i>Campground</i>		S	
<i>Hotel or Motel</i>			
<b>Industrial</b>			
<b>EXTRACTIVE INDUSTRY</b>			
<i>All</i>			
<b>INDUSTRIAL SERVICES</b>			
<i>Contractor Service</i>			
<i>Crabshedding</i>			
<i>Fuel Oil or Bottled Gas Distributor</i>			
<i>General Industrial Service and Repair</i>			
<i>Heavy Equipment Sales, Rental, or Service</i>			
<i>Research and Development</i>			

Attachment: 7\_Summary ReportRR\_SR (Zoning Map Amendment - 242 Keeter Barn Road)

**Camden County, North Carolina**  
**Principal Use Table, District Comparison**

**4.A.g**

Use Class / Main Category / Category	"P"=Permitted, "S"=Special Use Permit, Blank=Prohibited	RR	SR
MANUFACTURING AND PRODUCTION			
Manufacturing, Heavy			
Manufacturing, Light			
POWER GENERATION			
Solar Array		S	S
Wind Energy Conversion Facility			
WAREHOUSE AND FREIGHT MOVEMENT			
All			
WASTE-RELATED SERVICES			
Incinerator			
Land Application of Sludge/Septage			
Landfill			
Public Convenience Center or Transfer Station			
Recycling Center			
Salvage or Junkyard			
Waste Composting Facility			
WHOLESALE SALES			
Major			
Minor			

Attachment: 7\_Summary ReportRR\_SR (Zoning Map Amendment - 242 Keeter Barn Road)



## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### Public Hearings

**Item Number:** 4.B

**Meeting Date:** October 03, 2022

**Submitted By:** Amber Curling,  
Planning & Zoning  
Prepared by: Karen Davis

**Item Title** **Preliminary Plan Application - Meadows at North River  
Crossing Major Subdivision**

**Attachments:** 1\_AgendaSummaryMeadowsAtNorthRiverCrossingSubdivision2022\_10\_3  
(DOCX)  
2\_MeadowsAt NorthRiverCrossingStaffReportPreliminaryPlat\_2022\_10\_3  
(DOCX)  
3\_Application (PDF)  
4\_Plat (PDF)  
5\_PreliminaryDesign (PDF)  
6\_Preliminary Drainage Report (PDF)  
7\_Development Impact Statement(PDF)  
8\_CommunityMeetingSummary (PDF)  
9\_ARHSreports (PDF)  
10\_TechnicalReviewCommittee (PDF)

Agenda summary and supporting documentation attached.

**Camden County Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Meeting Date:** October 3, 2022

**Attachments:** Land Use Application/Preliminary Plan/Staff Findings/TRC inputs/Deed/  
Neighborhood Meeting Results/Soil Analysis

**Submitted By:** Planning Department

**Item Title:** Preliminary Plan Application of the Meadows at North River Crossing Major  
Subdivision – Ordinance 2022-10-02 (UDO 2022-05-038)

**Summary:**

WH Chesapeake LLC is requesting Preliminary Plan review for The Meadows at North River Crossing Major Subdivision. The proposed subdivision consists of 23 single-family lots located on the west side of Sandy Hook Rd and north side of Ditch Bank Rd and borders the existing subdivision North River Crossing. The two parcels consisting of 28.57-acres are located in the Shiloh township.

On August 17, 2022 the Planning Board recommended approval of the Meadows at North River Crossing Major Subdivision with a 3 to 1 vote.

**Recommendation for Motion:**

Motion for approval of the Major Subdivision Preliminary Plat Ordinance 2022-10-02 (UDO 2022-05-038)

**STAFF REPORT**  
**Ordinance 2022-10-02**  
**UDO 2022-05-038**  
**Preliminary Plat**  
**Meadows at North River Crossing Major Subdivision**

**PROJECT INFORMATION**

**File Reference:** UDO # 2022-05-038  
**Project Name:** The Meadows at North River  
 Crossing Subdivision  
**PIN:** 03-8965-00-35-9276.0000  
 03-8965-00-36-8180.0000

**Applicant:** WH Chesapeake LLC  
**Address:** 508 Baylor Court, Suite B-2  
 Chesapeake, VA 23320

**Phone:** 757-410-9605  
**Email:** jon@wetheringtonhomes.com

**Agent for Applicant:** Timmons Group  
**Address:** 1805 west City Dr. Unit E  
 Elizabeth City Nc 27909

**Phone:** 252-621-5028  
**Email:** Jason.mizelle@timmons.com

**Current Owner of Record:** Applicant

**Meeting Dates:**  
 March 2, 2022 **Neighborhood Meeting**  
 August 31, 2022 **Technical Review Meeting**  
 August 17, 2022 **Planning Board Meeting**

**Application Received:** 5/19/2022  
**By:** Amber Curling, Planning Dept.

**Application Fee paid:** \$1150.00 Ck# 22120

**Stormwater Escrow Fee Paid:** \$6000 CK #22121

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

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

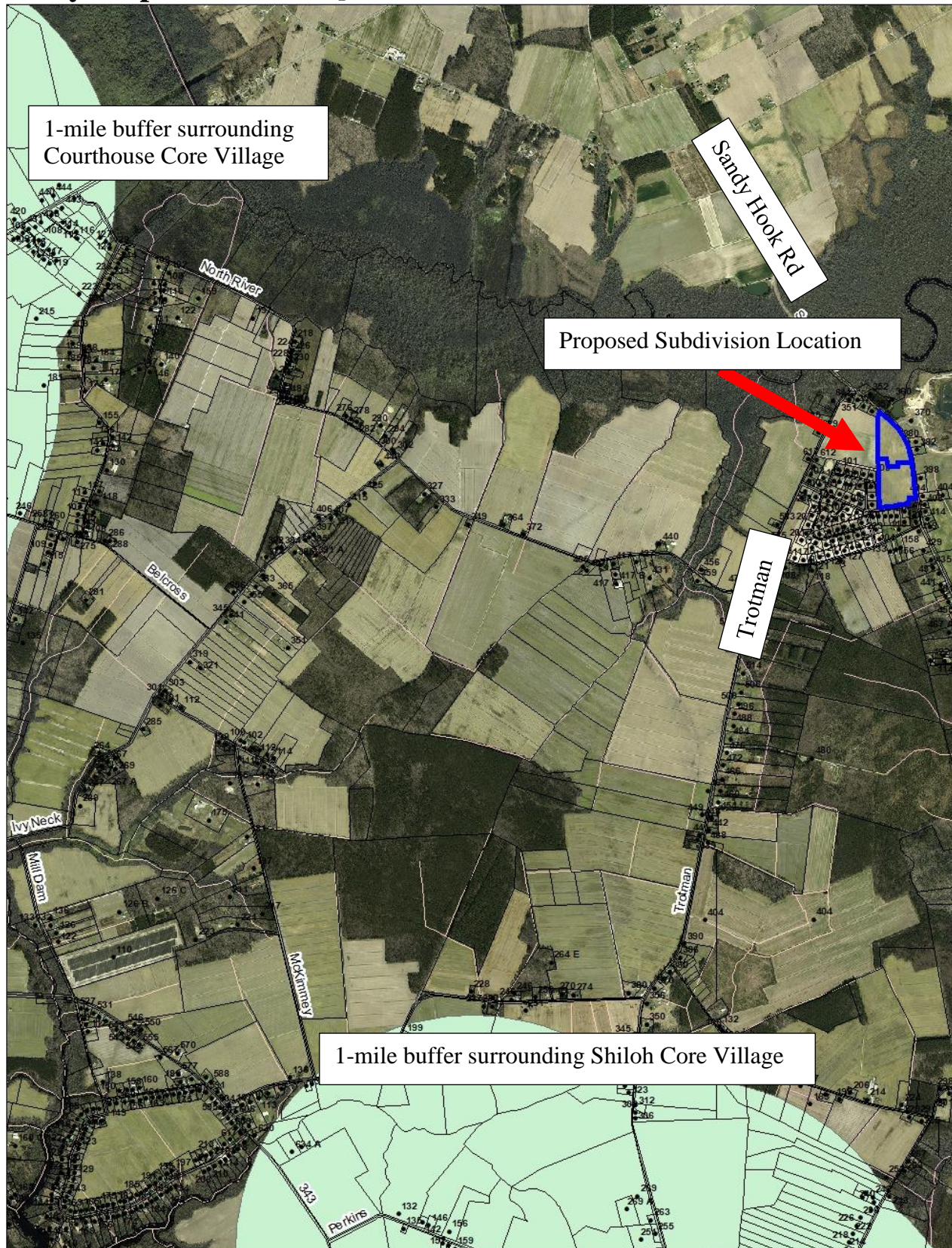
- A.** Land Use Application
- B.** Preliminary Plat
- C.** Preliminary Design Plan
- D.** Preliminary Drainage Report
- E.** Preliminary Development Impact Analysis
- F.** Perk Test Results
- G.** Community Meeting Summary
- H.** TRC Results

**REQUEST:** WH Chesapeake LLC is requesting review of the Preliminary Plat for The Meadows at North River Crossing Major Subdivision per Article 151.2.3.20 of the Unified Development Ordinance. 23 of lots

**PROJECT LOCATION:** The two parcels consisting of 28.57 acres, in the Shiloh Township are located on the West side of Sandy Hook Rd and on the North side of Ditch Bank Rd. The Parcel ID for the two parcels are 03-8965-00-35-9276.0000 and 03-8965-00-36-8180.0000

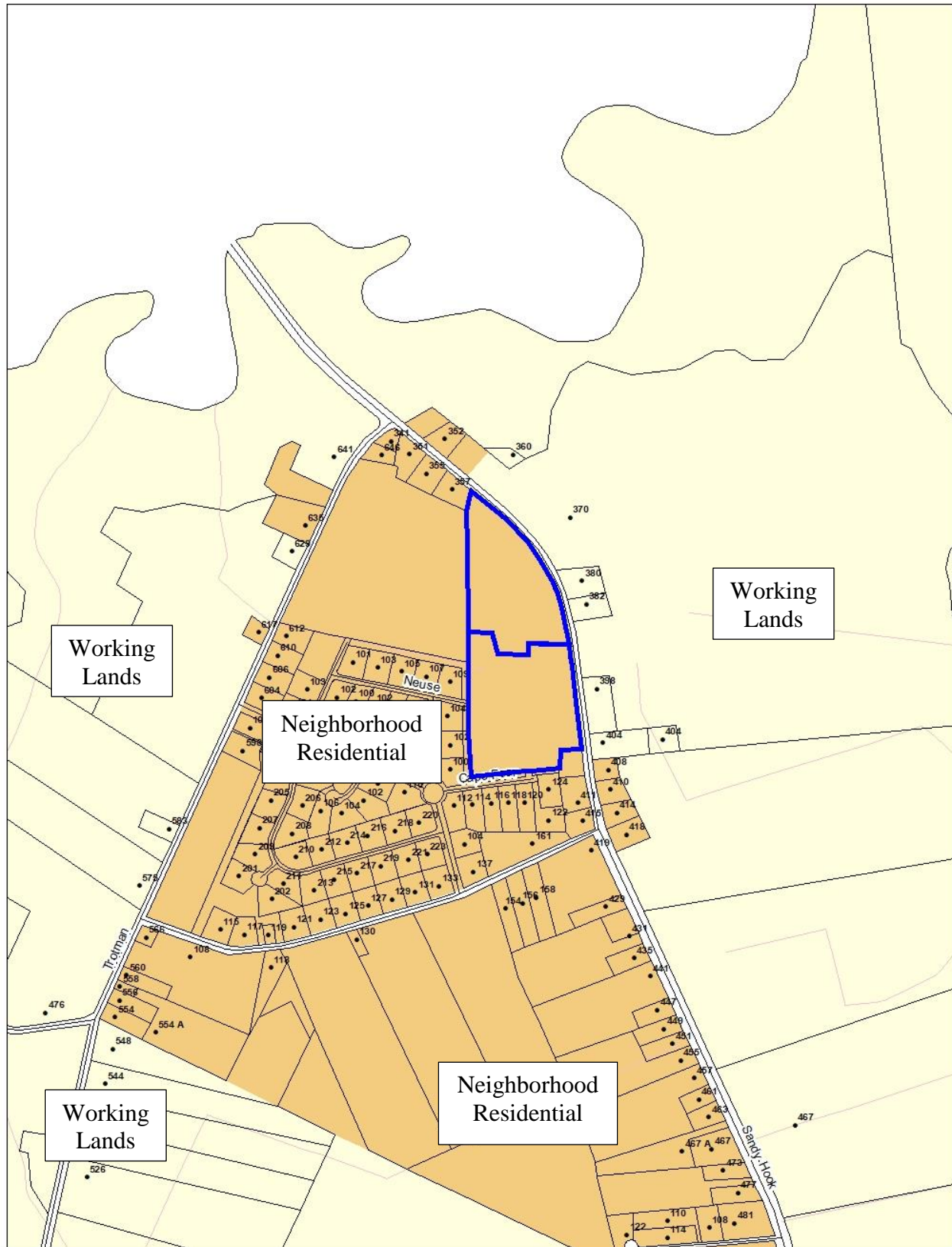


## Vicinity Map: Shiloh Township

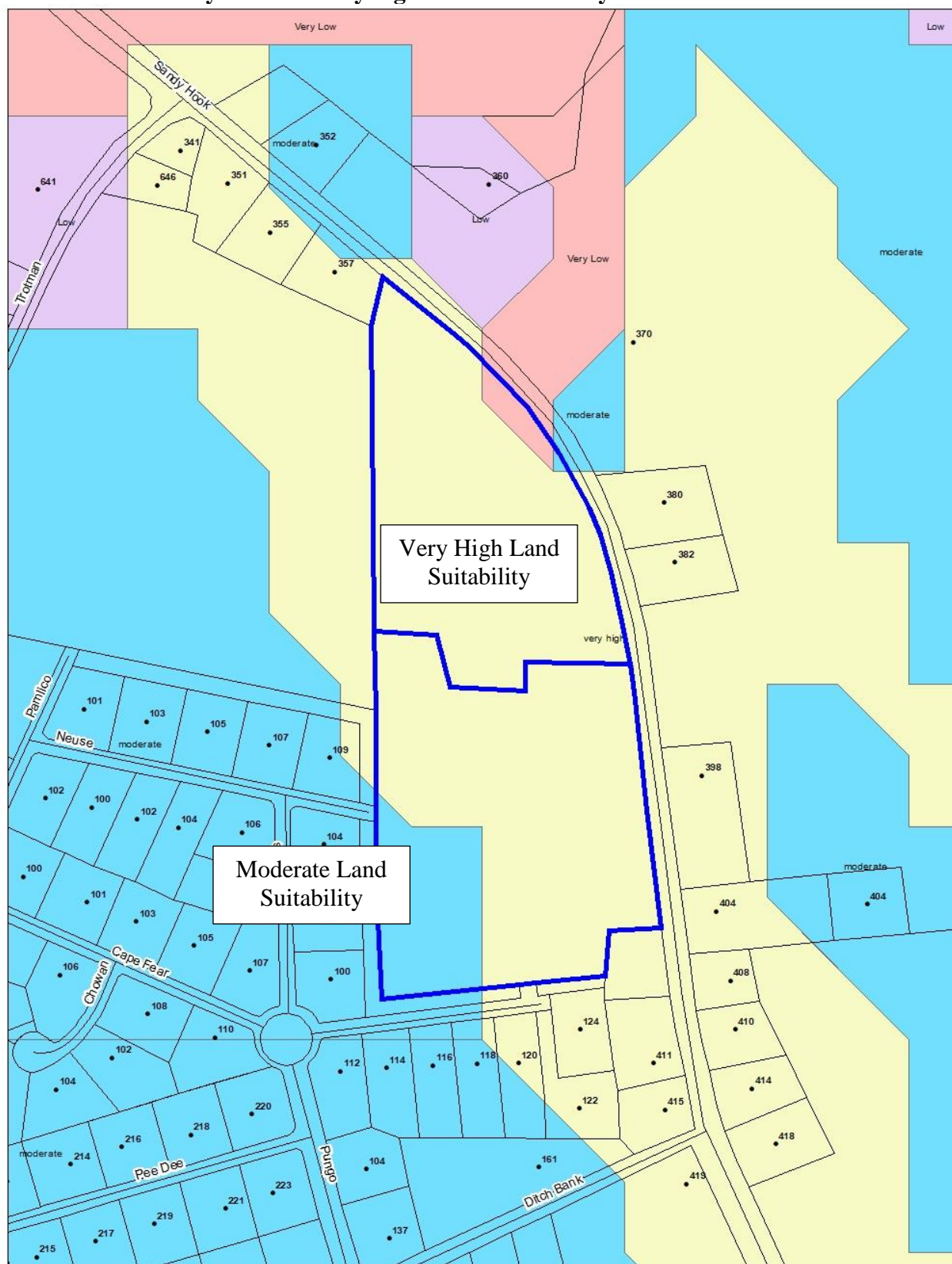




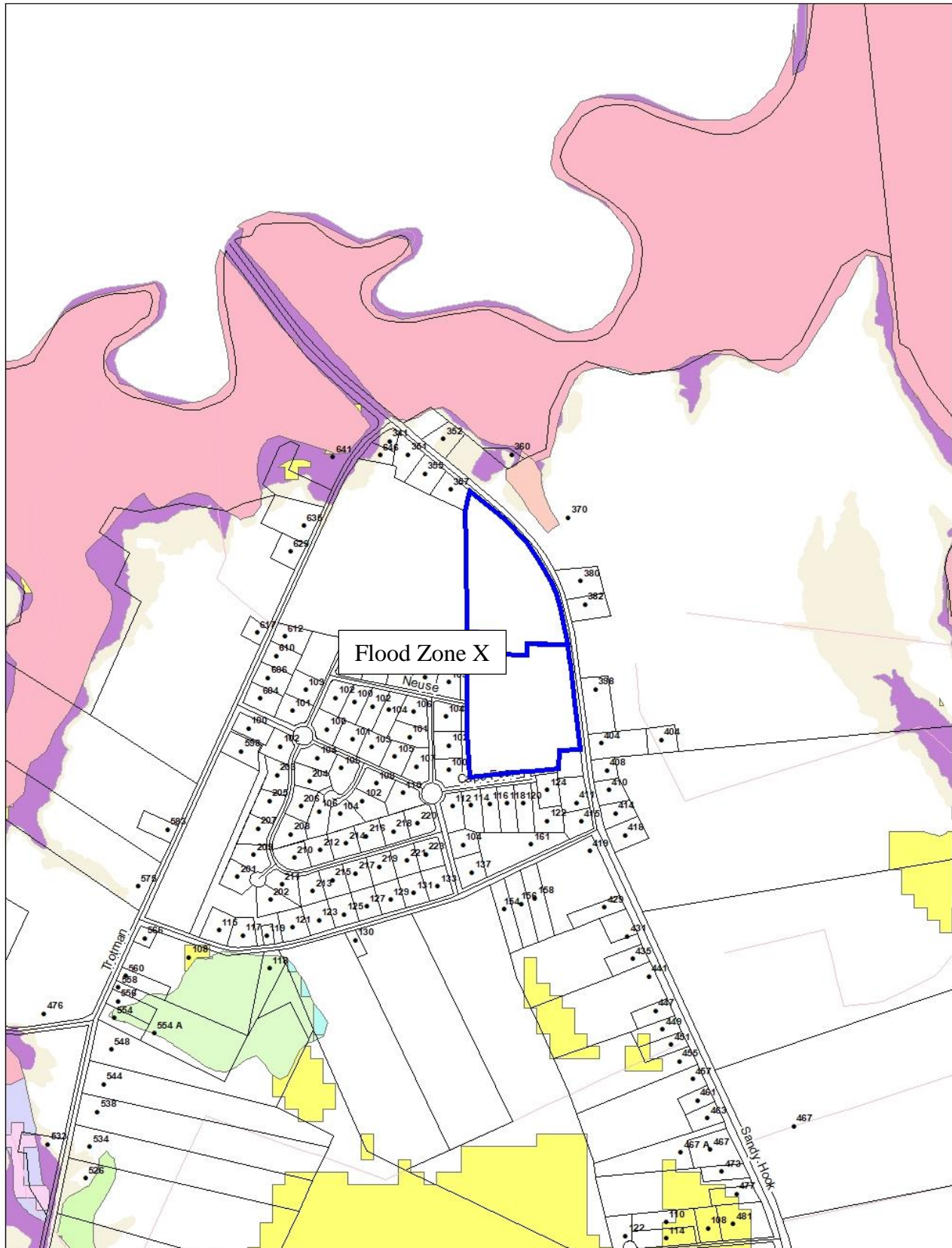
## Zoning Map: Neighborhood Residential



**CAMA Land Suitability:** Most is very high in land suitability and few acres in moderate

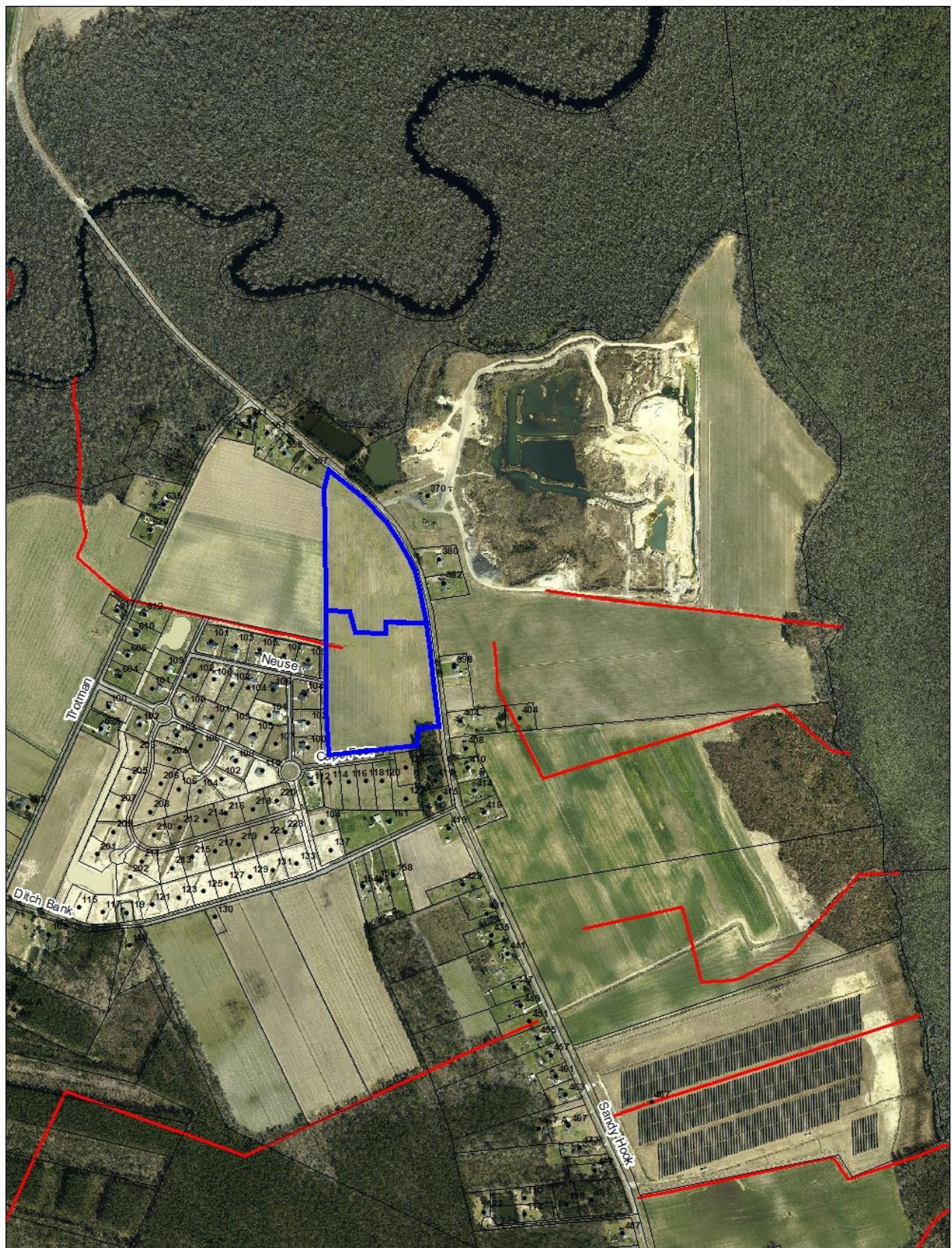


Not in Watershed, not in Wetlands and not in Floodplain





Drainage

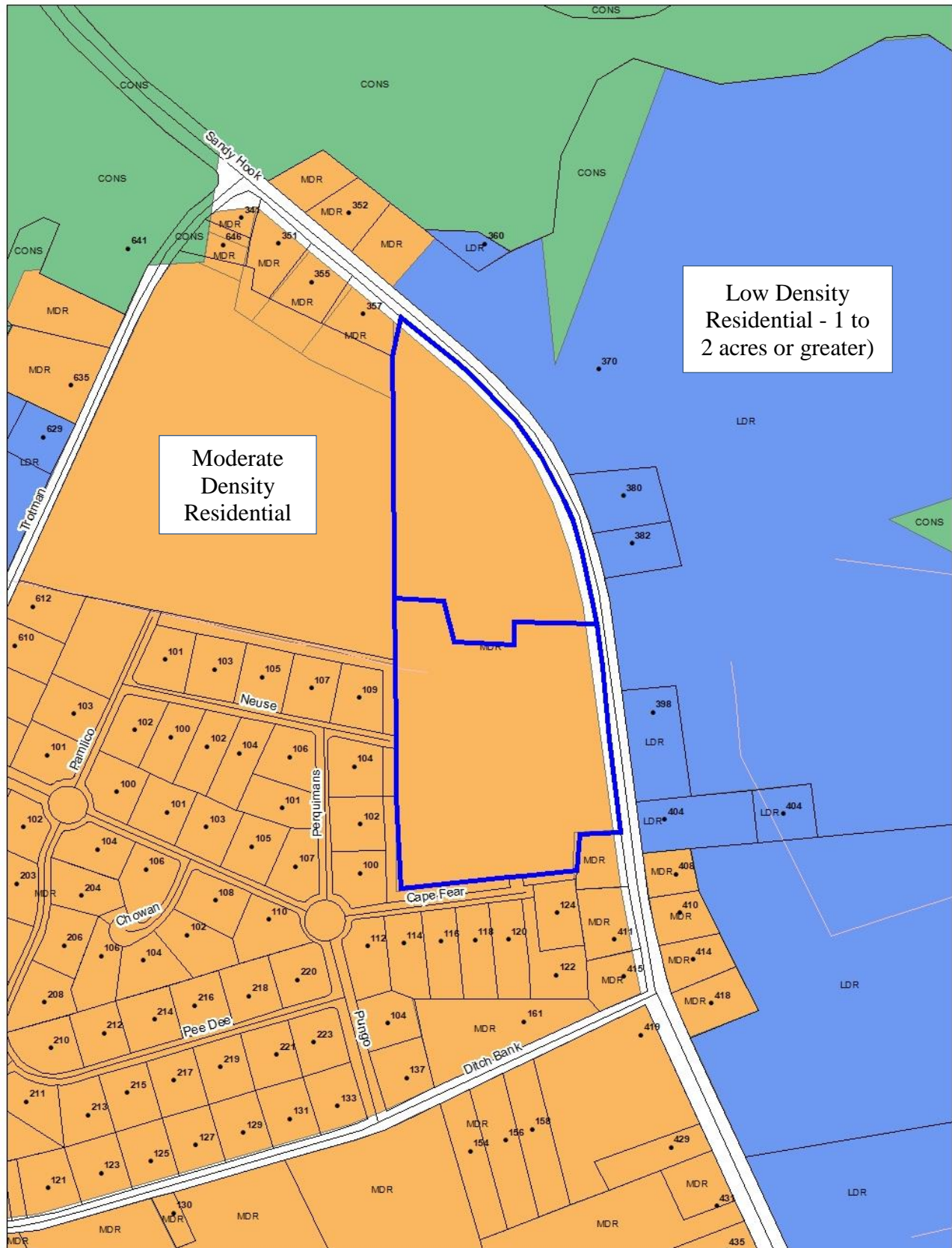




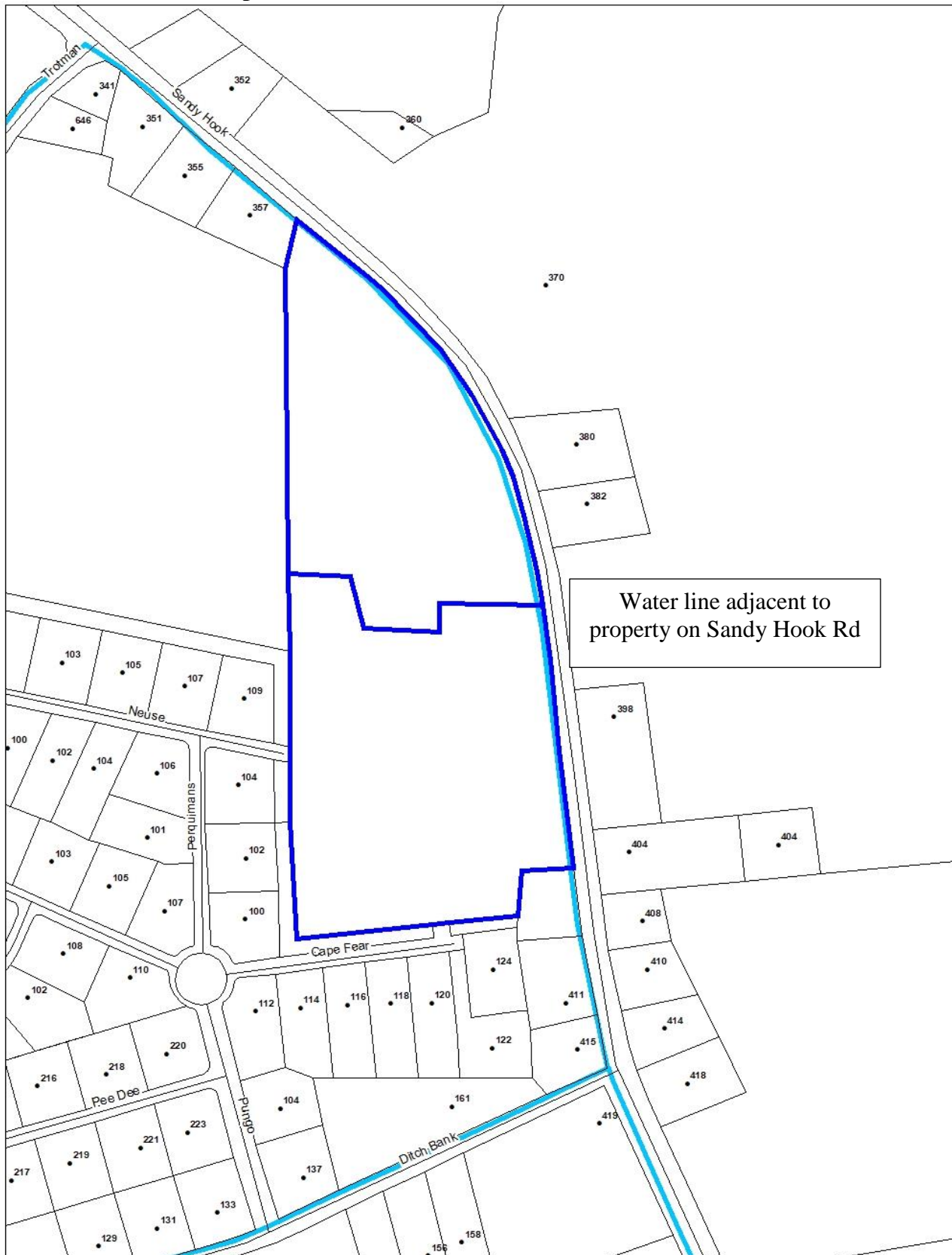
# Comprehensive Plan Future Land Use Map



## CAMA Future Land Use Map

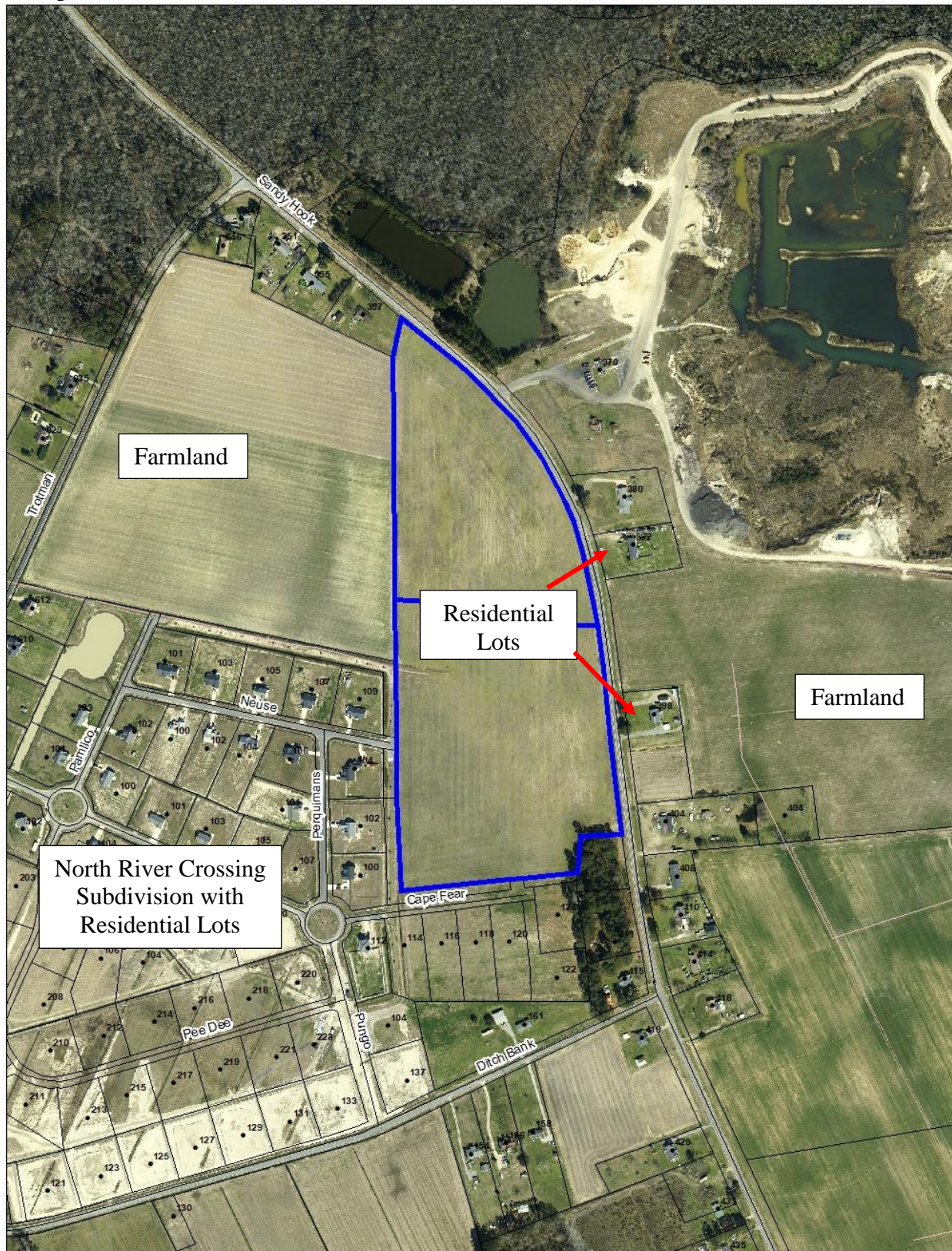


Waterline shown on map is available and sewer is not available





## Area Map





**SITE DATA**

**Preliminary Development Impact Analysis has been provided.**

**Approximate Size of Lots:** 40, 000 sq. ft or larger  
**Number of Lots** 23 lots  
**Flood Zone:** Flood Zone X  
**Zoning District(s):** Neighborhood Residential  
**Existing Land Uses:** Farmland  
**Adjacent Property Uses:** Residential Lots, Farmland and vacant wooded lots

**Streets:** Shall be dedicated to public under control of NCDOT.  
 Proposed Street Names: Halifax Court, Gates Drive and extension of Neuse Drive (in North River Crossing Subdivision)

**Open Space:** Required Open Space is 1.4 acres  
 1 acre shall be active open space  
 0.04 acres shall be passive open space

**Landscaping Requirements: All Landscaping Requirements (Perimeter Buffer, Street Buffer, Farmland Compatibility Buffer, etc.) will be met and approved with Construction Drawings**

**Recreational Land:** Not required

**ENVIRONMENTAL ASSESSMENT**

The Camden County Stormwater Engineer will review and approve the Stormwater Management Plan.

**INFRASTRUCTURE & COMMUNITY FACILITIES**

**Water:** Water lines are located adjacent to property

**Sewer:** County Sewer Not Available

**Fire District:** Shiloh Fire District.

**Schools:** See Development Impact Analysis.

**Traffic** : See Development Impact Analysis.

**TECHNICAL REVIEW STAFF COMMENTS**

1. **Camden County Water.** Reviewed Approved with Comments
2. **Camden County Sewer.** Perk Test Complete
3. **South Camden Fire Department.** Reviewed with No Comments
4. **Pasquotank EMS (Central Communications).** Reviewed with No Comments
5. **Sheriff's Office.** Reviewed Disapproved with Comments
6. **Postmaster Elizabeth City.** No response. Did not attend TRC meeting
7. **Superintendent of Schools.** Reviewed Disapproved
8. **Transportation Director of Schools.** Reviewed Disapproved
9. **Camden Soil & Water Conservationist.** No response. Did not attend TRC meeting

10. **NCDOT.** Reviewed Approved with Comments
11. **Mediacom.** No Response.
12. **Century Link.** No Response
13. **Dominion Energy.** No Response

### Consistency with PLANS

#### **2035 Comprehensive Future Land Use Plan**

Consistent ☐ Inconsistent ☒

Comprehensive Future Land Use Maps has land as identified One to Two Acre Rural Residential. Neighborhood Residential (NR) permits a minimum lot area of 40,000 square feet which is less than 1-acre.

#### **CAMA Future Land Use Plan:**

Consistent ☒ Inconsistent ☐

The CAMA Plan Future Land Use Maps has area designated as Moderate Density Residential.

#### **Comprehensive Transportation Plan**

Consistent ☒ Inconsistent ☐

Property abuts Sandy Hook Rd and internal roads will be dedicated to public.

#### **Other Plans officially adopted by the Board of Commissioners NA**

### **FINDINGS REGARDING ADDITIONAL REQUIREMENTS:**

1. In staff's opinion, application does not appear to endanger public health and safety.
2. In staff's opinion, application does not appear to injure the value of adjoining or abutting proper

### **EXCEED PUBLIC FACILITIES:**

1. Schools and School Transportation disapprove due to being at or over capacity.
2. Fire and Rescue approved.
3. Law Enforcement disapprove due to lack of resources.

## SUMMARY

The Planning Board recommended with a 3 to 1 vote approval of the Meadows at North River Crossing Major Subdivision.

Planning Staff supports the Planning Board recommendation for approval of the Meadows at North River Crossing Major Subdivision: The construction plans will comply with the following items and any other items determined by Board of Commissioners:

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 specifications submitted to the Planning Office of Camden County, North Carolina, and contained in the file titled (UDO 2022-05-38).
3. 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.
4. No land disturbing activities shall start until the County Planning Department receives approved DENR Stormwater Permit and Erosion & Sediment Control Plan for the Development.
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 Camden Station Subdivision every five years starting from 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.
  - 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, gardens 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.
9. Constructions drawings to reflect turning radius as requested by the Transportation Director of Camden County Schools.
10. The subdivision to comply with the Farmland Compatibility Standards (Article 151.5.5 of the UDO) and NC General Statute 153A-340.

12. The applicant will submit a Stormwater Management Plan. The plan will be submitted and it must be approved by the Camden County Stormwater Engineer.
13. Comply with Technical Review Committee Meeting with Inputs.





## Land Use / Major Subdivision Application

<b>OFFICIAL USE ONLY:</b>		Zoning Dist.: <u>NR</u>
UDO Number: <u>2022-LS38</u>	Flood Zone: <u>X</u>	
Date Filed: <u>5/19/2022</u>	Watershed (Y/N): <u>No</u>	
Application Fee: <u>\$1150.00</u>	Taxes Pd(Y/N): <u>Y</u>	
Check #: <u>22120</u>	LLC current: (Y/N): <u>✓</u>	
Stormwater Fee: <u>\$6000.00</u> <u>22121</u>	Received By: <u>auc</u>	

### Preliminary Plat

#### Contact Information

<input checked="" type="checkbox"/> PROPERTY OWNER	<input type="checkbox"/> APPLICANT	AGENT FOR APPLICANT
Name: <u>WH Chesapeake, LLC</u>	Name: <u>Timmons Group - Jason Mizelle</u>	
Address: <u>508 Baylor Court; Suite B-2</u> <u>Chesapeake, VA 23320</u>	Address: <u>1805 West City Dr., Unit E</u> <u>Elizabeth City, NC 27909</u>	
Telephone: <u>757-410-9605</u>	Telephone: <u>252-621-5208</u> <u>5028</u>	
Email: <u>jon@wetheringtonhomes.com</u>	Email: <u>jason.mizelle@timmons.com</u>	
LEGAL RELATIONSHIP OF APPLICANT TO PROPERTY OWNER: <u>Property Owner</u>		
DOCUMENTATION OF PROPERTY OWNER GIVING CONSENT TO APPLICANT (Y/N/NA): <u>N/A</u>		

#### Project/Property Information

Project Name: The Meadows at North River Crossing

Physical Street Address: The Meadows at North River Crossing

Location: Southwest corner of the intersection of Trotman Rd. and Sandy Hook Rd. *North of Cape Fear on Sandy Hook*

Parcel ID Number(s): 038965003592760000, 038965003681800000

Deed Book / Page Number and/or Plat Cabinet / Slide Number: \_\_\_\_\_

Parcel ID Number(s): 038965003592760000, 038965003681800000

Total Parcel(s) & Acreage: 28.57 ac total *2 parcels:* Total Number of Lots: 23

Existing Land Use of Property: Vacant

Proposed Use of Property: Residential Subdivision

#### Meeting

Date Community Meeting Held: 3-2-2022 Meeting Location: Camden Courthouse

Proposed Date of Planning Board Meeting: TBD

#### Documents to Include with Application

Preliminary Plat	<u>X</u>	Consent Affidavit	<u>Deed</u>	<u>X</u>
Drainage Plan	<u>X</u>	Public and Private Improvements Plan		
Perk Test on all lots to be developed	<u>X</u>	Development Impact Analysis		<u>X</u>

**This section for a Description of Project/Narrative** (*attach separate sheet if needed*):

The proposed development is a 23-lot subdivision. Proposed improvements are two sub-collector roads designed to NCDOT standards, property line swales, and a water distribution line.

**The applicant with a Preliminary Plat shall provide a response to each of the following** (*attach separate sheet if needed*). Staff shall prepare specific findings of fact based on the evidence submitted. Said findings shall be submitted to Board of Commissioners for their consideration.

**A. The use will not endanger the public health or safety.**

The proposed subdivision will not significantly impact existing infrastructure. The proposed roadway layouts provide access to Sandy Hook in the event of an emergency.

**B. The use will not injure the value of adjoining or abutting lands and will be in harmony with the area in which it is located.**

The proposed single family residences are in keeping with the existing residents along the west and south sides of the property.

**C. The use will be in conformity with the Land Use Plan or other officially adopted plan(s).**

The proposed development is in compliance with the comprehensive plan.

**D. The use will not exceed the county's ability to provide adequate public facilities, including, but not limited to: schools, fire and rescue, law enforcement, and other county facilities. Applicable state standards and guidelines shall be followed for determining when public facilities are adequate.**

The 23-lots will not generate an overburden on the existing services. The proposed subdivision's water lines will connect to the existing lines on Sandy Hook Rd. and Neuse Rd. providing additional looped connections.

*I, the undersigned, do certify that all of the information presented in this application is accurate to the best of my knowledge, information, and belief. Further, I hereby authorize county officials to enter my property during reasonable business hours for purposes of determining zoning compliance. All information submitted and required as part of this application process shall become public record.*

Property Owner(s)/Applicant\*

Date

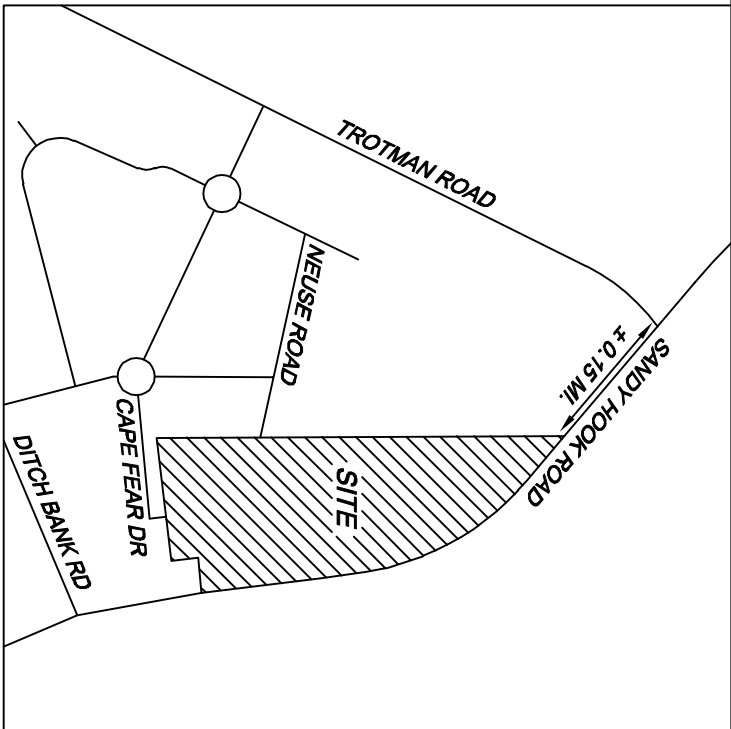
\*Note: Forms must be signed by the owner(s) of record, contract purchaser(s), or other person(s) having a recognized property interest. If there are multiple property owners/applicants, a signature is required for each.







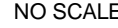
CURVE TABLE							
CURVE	RADIUS	LENGTH	TANGENT	DELTA	CHORD BEARING	CHORD	
C20	1225.00'	148.06'	74.12'	6°55'31"	N10°36'00"W	147.97'	
C21	1225.00'	172.96'	86.62'	8°05'23"	N18°06'21"W	172.82'	
C22	1225.00'	170.25'	85.26'	7°57'47"	N26°08'02"W	170.12'	
C23	1225.00'	169.41'	84.64'	7°55'25"	N34°04'39"W	169.28'	
C24	1225.00'	48.79'	24.40'	2°16'56"	N39°10'49"W	48.79'	
C25	60.00'	85.35'	51.70'	81°30'15"	N50°55'54"W	78.33'	
C26	60.00'	27.47'	13.86'	26°13'50"	N64°27'57"W	27.23'	
C27	1175.00'	28.12'	14.06'	1°22'17"	S49°24'23"E	28.12'	
C28	1175.00'	34.23'	17.12'	1°40'08"	S47°53'11"E	34.23'	
C29	1175.00'	153.73'	76.86'	7°28'47"	S36°20'17"E	153.62'	
C30	1175.00'	159.12'	79.66'	7°46'33"	S28°42'37"E	159.00'	
C31	1175.00'	138.06'	69.12'	6°44'00"	S21°27'51"E	138.00'	
C32	1175.00'	129.04'	64.59'	6°17'33"	S14°57'04"E	128.89'	
C33	1175.00'	95.72'	47.86'	4°40'03"	S9°28'16"E	95.69'	
C34	205.00'	248.23'	141.88'	69°22'45"	S43°11'40"E	233.34'	
C35	205.00'	6.42'	3.21'	1°47'42"	S7°36'26"E	6.42'	
C36	1370.64'	205.86'	103.13'	8°36'20"	S42°53'47"E	205.67'	
C37	1370.64'	201.86'	101.12'	8°26'20"	S34°22'27"E	201.70'	
C38	1370.64'	198.03'	99.19'	8°16'40"	S26°00'57"E	197.85'	





JOB NO.  
48911  
SHEET NO  
C2.0

Packet Pg. 53



**811** Know what's below.  
Call before you dig



**THE MEADOWS**  
**AT NORTH RIVER CROSSING**  
**SHILOH TOWNSHIP, CAMDEN COUNTY, NORTH CAROLINA**  
**PRELIMINARY DRAINAGE REPORT**  
MAY 16, 2022

PREPARED BY:



1805 West City Drive, Unit E  
Elizabeth City, NC 27909  
252.621.5030  
License No. C-1652  
[www.timmons.com](http://www.timmons.com)

**Preliminary**  
05/16/2022 10:06:02 AM

### Preliminary Drainage Report for The Meadows at North River Crossing

The Meadows at North River Crossing is a proposed 23-lot residential subdivision that will be located on a 28.570-acre tract of agricultural land. The project is bounded by farmland on the northern portion of the west side, an existing residential subdivision, North River Crossing, on the southern portion of the west side and the south. The north and east sides of the site are adjacent to Sandy Hook Road which is a NCDOT maintained road.

This is a well-drained site that consists predominantly of Bojac Soils (HSG A) with smaller areas of Augusta (HSG B/D) and Munden (HSG B). The site has a natural topography that drains from the high ridge of the property on the north and east toward existing ditches along the southwest property line and a swale in the center of the site that drain to the west through a ditch that runs east to west between the North River Crossing subdivision and the adjacent agricultural land. The drainage crosses under North Trotman Road and runs through approximately 945 lf of existing ditch before draining into the wetlands of Indiantown Creek. Small portions of the site currently drain to the northwest into an agricultural field by sheet flow and to the north and east into the roadside ditch along Sandy Hook Road.

The drainage for this subdivision will be designed to direct most runoff toward the west and center of the property as the natural drainage occurs. Only the back edges of the lots along Sandy Hook Road will drain toward the roadside ditch to the east. Based on the sandy soils and some preliminary calculations, we are confident that necessary stormwater attenuation can be handled by the swales that will be created and will not require major impoundment of stormwater.

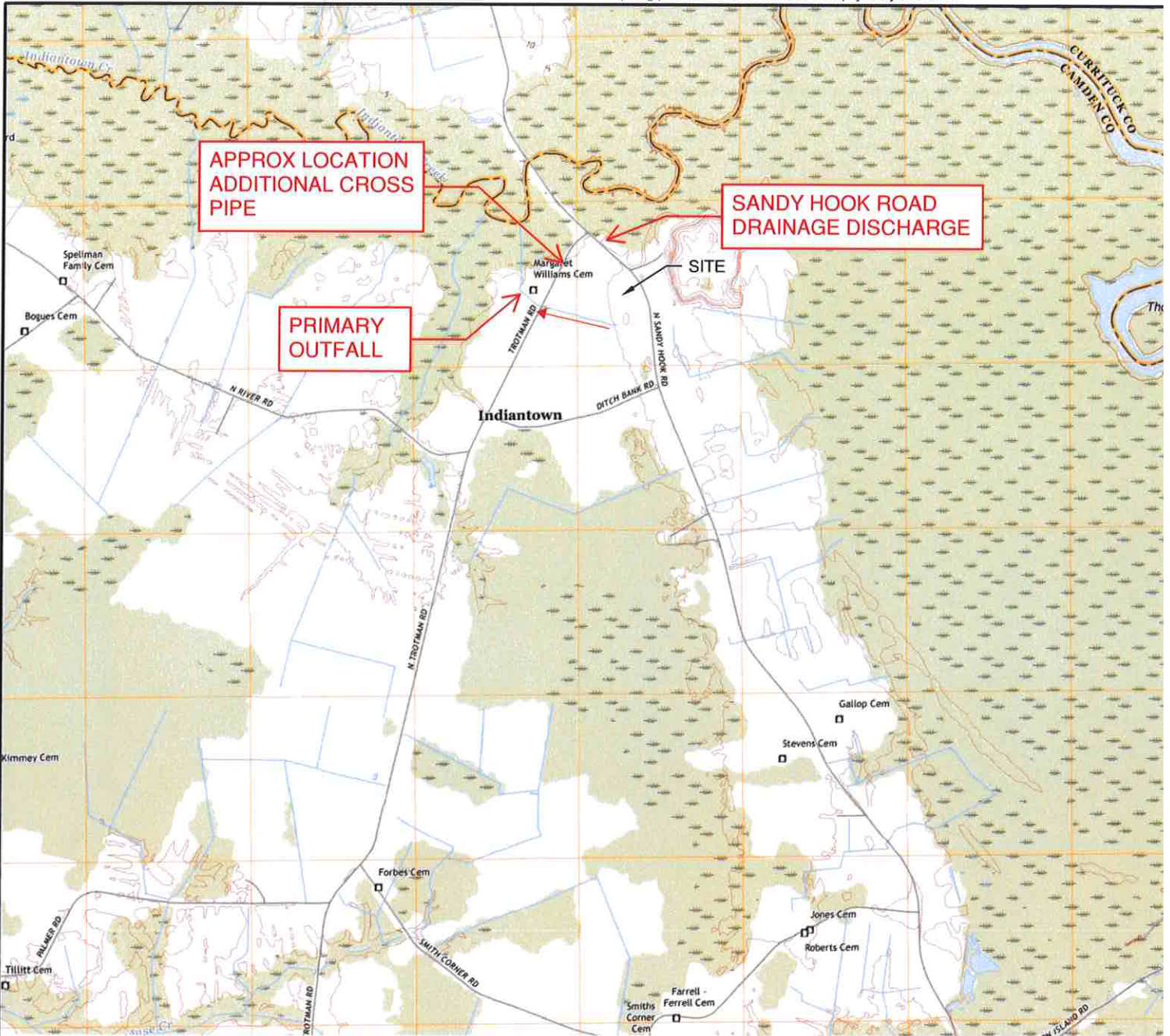
A drainage study will be prepared in accordance with the Camden County Drainage Manual utilizing PC SWMM software. Our study will include the main outlet as well as the outfall of the roadside ditch and an outfall that crosses under Trotman Road approximately 2,000' north of the primary crossing.

I had previously utilized the extensive stillwater elevations found in the FRIS issued by FEMA. Unfortunately, the new FRIS does not provide anything for the 10-yr and 50-yr storms except within the major drainage ways. With no recorded data for a 10-year storm in this area I have estimated it based on the older reports adjusted based on changes in the 100-year flood zone and knowledge of the area. For this project, the 2004 Coastal Stillwater Elevations were listed as follows: 10-yr = 3.7', 50-yr = 5.0' and 100-yr = 5.3'. The current 100-yr flood zone is only 4.0', so the elevations were all reduced by approximately 25%. The model will be based on the following tailwater elevations: 10-yr = 2.75', 25-yr = 3.25' (estimated based on 10-yr and 50-yr values), 50-yr = 3.75', and 100-yr = 4.0'.

Attached to this preliminary report are the soils map and quad maps for this project site.



S:\109\48911 - The Meadows at North River Crossing - Camden, NC\DWG\Sheet\Exhibit\48911-Quad Map.dwg | Plotted on 5/16/2022 9:27 AM | by Benjamin Drew



USGS QUAD MAP EXHIBIT

SHILOH, NC  
2019

1000 0 1000 2000 3000 4000 5000 6000 7000 8000 9000 10000  
FEET

THIS DRAWING PREPARED AT THE  
**ELIZABETH CITY OFFICE**  
1805 West City Drive, Unit E | Elizabeth City, NC 27909  
TEL 252.621.5030 FAX 252.562.6974 www.timmons.com

YOUR VISION ACHIEVED THROUGH OURS.

SHILOH TOWNSHIP

Date: 05/16/2022

Sheet 1 of 1

Drawn by: BCD

CAMDEN COUNTY

Scale: 1"=3000'

J.N.: 48911

Checked by: KDH




























**TIMMONS GROUP**



Hydrologic Soil Group—Camden County, North Carolina



## MAP LEGEND

<b>Area of Interest (AOI)</b>			C
<b>Soils</b>			C/D
<b>Soil Rating Polygons</b>			D
			Not rated or not available
<b>Water Features</b>			Streams and Canals
<b>Transportation</b>			Rails
			Interstate Highways
			US Routes
			Major Roads
			Local Roads
<b>Background</b>			Aerial Photography
<b>Soil Rating Lines</b>			A
			A/D
			B
			B/D
			C
			C/D
			D
			Not rated or not available
<b>Soil Rating Points</b>			A
			A/D
			B
			B/D
			C
			C/D
			D
			Not rated or not available

## MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:24,000.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service  
Web Soil Survey URL:

Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Camden County, North Carolina  
Survey Area Data: Version 18, Sep 3, 2021

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Dec 31, 2009—Oct 4, 2017

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

## Hydrologic Soil Group

Map unit symbol	Map unit name	Rating	Acres in AOI	Percent of AOI
AtA	Augusta fine sandy loam, 0 to 2 percent slopes	B/D	13.5	18.4%
BoA	Bojac loamy sand, 0 to 3 percent slopes	A	48.3	65.5%
MuA	Munden loamy sand, 0 to 2 percent slopes	B	3.7	5.1%
ToA	Tomotley fine sandy loam, 0 to 2 percent slopes	B/D	4.6	6.3%
Ud	Udorthents, loamy	B	1.9	2.6%
W	Water		1.6	2.1%
<b>Totals for Area of Interest</b>			<b>73.8</b>	<b>100.0%</b>



## Description

Hydrologic soil groups are based on estimates of runoff potential. Soils are assigned to one of four groups according to the rate of water infiltration when the soils are not protected by vegetation, are thoroughly wet, and receive precipitation from long-duration storms.

The soils in the United States are assigned to four groups (A, B, C, and D) and three dual classes (A/D, B/D, and C/D). The groups are defined as follows:

Group A. Soils having a high infiltration rate (low runoff potential) when thoroughly wet. These consist mainly of deep, well drained to excessively drained sands or gravelly sands. These soils have a high rate of water transmission.

Group B. Soils having a moderate infiltration rate when thoroughly wet. These consist chiefly of moderately deep or deep, moderately well drained or well drained soils that have moderately fine texture to moderately coarse texture. These soils have a moderate rate of water transmission.

Group C. Soils having a slow infiltration rate when thoroughly wet. These consist chiefly of soils having a layer that impedes the downward movement of water or soils of moderately fine texture or fine texture. These soils have a slow rate of water transmission.

Group D. Soils having a very slow infiltration rate (high runoff potential) when thoroughly wet. These consist chiefly of clays that have a high shrink-swell potential, soils that have a high water table, soils that have a claypan or clay layer at or near the surface, and soils that are shallow over nearly impervious material. These soils have a very slow rate of water transmission.

If a soil is assigned to a dual hydrologic group (A/D, B/D, or C/D), the first letter is for drained areas and the second is for undrained areas. Only the soils that in their natural condition are in group D are assigned to dual classes.

## Rating Options

*Aggregation Method:* Dominant Condition

*Component Percent Cutoff:* None Specified

*Tie-break Rule:* Higher

## MEADOWS AT NORTH RIVER CROSSING DEVELOPMENT IMPACT STATEMENT

### PHYSICAL ANALYSIS

This project is a 23-lot subdivision on 28.57 acres of land zoned Neighborhood Residential. The lots are all size at or above 40,000 square feet. The property is not located within a Flood Zone with a base flood elevation. The land is located at a high point for the area and contains sandy soils. There are no wetlands located within the project area and there is existing connectivity to the adjacent subdivision.

### HOUSING MARKET & FISCAL ANALYSIS

The target market for the subdivision will be a combination of commuters from the Hampton Roads area, and Camden County residents who prefer living in a small community with easy access to the Outer Banks and the proximity to Elizabeth City and the metro Tidewater Virginia area. The site is located north of Shiloh off Sandy Hook Road and adjacent to North River Crossing subdivision. The property is surrounded by Residential Homes on the North, South and southwest. Agriculture use is adjacent to the northwest and across Sandy Hook Road. The developer plans on building all the homes in the subdivision. It is expected that the homes will be between 1,800 to 2,500 square feet in size. The post construction home/lot values at today's cost will be from the \$350,000 to \$450,000.

### WATER & SEWER IMPACT

The estimated maximum water consumption for 3-bedroom homes is 360 and 4-bedroom homes is 480 gallons of water per day (GPD). The developer intends to utilize on-site, septic systems for wastewater treatment & disposal.

Camden County provides the utility connection for potable water. The proposed development will connect to the existing water mains within North River Crossing and at Sandy Hook Rod. Waterlines & fire hydrants are proposed as required by Camden County.

### TRAFFIC ANALYSIS

According to the most recent available data (2019) as provided by NCDOT, the Annual Average Daily Traffic (AADT) is 1,300 trips per day on Sandy Hook Road north of the intersection of Trotman Road. According to the Institute of Transportation Engineers (ITE), 23 lots is assumed to generate around 76 trips per day. It is anticipated that the additional traffic volume can be accommodated by the exiting two-lane Sandy Hook Road and that, no turn lane will be required.



1805 West City Drive  
Unit E  
Elizabeth City, NC 27909

P 252.621.5030  
F 252.562.6974  
www.timmons.com

## COMMUNITY MEETING REPORT FOR THE MEADOWS AT NORTH RIVER CROSSING

Project: Meadows at North River Crossing  
Facilitator: Jason Mizelle – Timmons Group  
Date & Time: March 2, 2022 @ 6:00 PM  
Location: Historic Camden Court House

In preparation for the Community Meeting, twenty-seven notices were mailed out notifying the adjoining property owners & the County Staff about the meeting. Jason Mizelle (Timmons) Jon Wetherington (applicant) and Amber Curling (Camden Co) were in attendance. No residents attended the meeting:

After sufficient time had passed and no one else showed up, the meeting was concluded.

We did receive two phone calls prior to the meeting. Mr. Richard Boone at 104 Perquimans Drive called as he was not going to be able to attend the community meeting. He inquired to the status of the land as he had been told by the developer of North River Crossing that it would not be developed. I let him know that this parcel was not owned by or being developed by that same individual and that perhaps it was that the developer had delineated open space between his lot and this parcel and that would not be developed. He had no further questions.

The second call was from Mr. Gary Dunstan who owns the farm to the east of Sandy Hook Road. Mr. Dunstan asked how many lots and whether we were having it rezoned. I provided him with that information, and he had no further questions.

No other inquiries were made from residents by phone or email.

Respectfully submitted,

Jason A. Mizelle, PLS  
Timmons Group

Cc Camden County Planning



ALBEMARLE REGIONAL HEALTH SERVICES

4.B.i

368744

**Applicant:**

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, VA 23320

**Owner:**

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, VA 23320

**Site Location:**

SOUTH OF TROTMAN ROAD AND ADJACENT TO THE EXISTING  
CAMDEN, NC 27921

Lot 1

<b>GPD:</b> 480	<b>LTAR:</b> 0.500	<b>Classification:</b> Provisionally Suitable
-----------------	--------------------	---

**If unsuitable, the site may be reclassified to provisionally suitable with the following modification(s):**

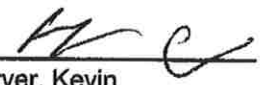
**To obtain an Authorization to Construct:**

- \* Submit a plat or scale drawing of the lot, showing location and dimensions of all property lines, proposed structures and driveways
- \* Pay permit fee of \$225

**Comments:**

SW 36"+

EHS:

  
Carver, Kevin

Date: 03/30/2022

THIS APPROVAL WILL BECOME VOID AFTER 12 MONTHS AND A NEW APPLICATION WILL BE NECESSARY.

Bertie (252) 794-5303 Camden (252) 338-4460 Chowan (252) 482-1199 Currituck (252) 232-6603  
Gates (252) 357-1380 Pasquotank (252) 338-4490 Perquimans (252) 426-2100

Packet Pg. 63

Attachment: 9\_ARHReports (Preliminary Plan Application - Meadows at North River Crossing Major Subdivision)

ALBEMARLE REGIONAL HEALTH SERVICES

4.B.i

368745

**Applicant:**

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, VA 23320

**Owner:**

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, 23320

**Site Location:**

SOUTH OF TROTMAN ROAD AND ADJACENT TO THE EXISTING  
CAMDEN, NC 27921 Lot 2

<b>GPD:</b> 480	<b>LTAR:</b> 0.500	<b>Classification:</b> Provisionally Suitable
-----------------	--------------------	---

**If unsuitable, the site may be reclassified to provisionally suitable with the following modification(s):**

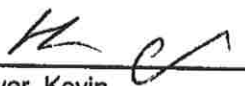
**To obtain an Authorization to Construct:**

- \* Submit a plat or scale drawing of the lot, showing location and dimensions of all property lines, proposed structures and driveways
- \* Pay permit fee of \$225

**Comments:**

SW 36"+

EHS:

  
Carver, Kevin

Date: 03/30/2022

THIS APPROVAL WILL BECOME VOID AFTER 12 MONTHS AND A NEW APPLICATION WILL BE NECESSARY.

Bertie (252) 794-5303 Camden (252) 338-4460 Chowan (252) 482-1199 Currituck (252) 232-6603  
Gates (252) 357-1380 Pasquotank (252) 338-4490 Perquimans (252) 426-2100

Packet Pg. 64

Attachment: 9\_ARHSreports (Preliminary Plan Application - Meadows at North River Crossing Major Subdivision)

# ALBEMARLE REGIONAL HEALTH SERVICES

4.B.i

368746

**Applicant:**

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, VA 23320

**Owner:**

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, 23320

**Site Location:**

SOUTH OF TROTMAN ROAD AND ADJACENT TO THE EXISTING  
CAMDEN, NC 27921      Lot 3

<b>GPD:</b> 480	<b>LTAR:</b> 0.500	<b>Classification:</b> Provisionally Suitable
-----------------	--------------------	---

**If unsuitable, the site may be reclassified to provisionally suitable with the following modification(s):**

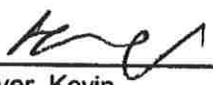
**To obtain an Authorization to Construct:**

- \* Submit a plat or scale drawing of the lot, showing location and dimensions of all property lines, proposed structures and driveways
- \* Pay permit fee of \$225

**Comments:**

SW 36"+

EHS:

  
Carver, Kevin

Date: 03/30/2022

**THIS APPROVAL WILL BECOME VOID AFTER 12 MONTHS AND A NEW APPLICATION WILL BE NECESSARY.**

Bertie (252) 794-5303    Camden (252) 338-4460    Chowan (252) 482-1199    Currituck (252) 232-6603  
Gates (252) 357-1380    Pasquotank (252) 338-4490    Perquimans (252) 426-2100

Packet Pg. 65

Attachment: 9\_ARHSreports (Preliminary Plan Application - Meadows at North River Crossing Major Subdivision)



ALBEMARLE REGIONAL HEALTH SERVICES

4.B.i

368748

**Applicant:**

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, VA 23320

**Owner:**

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, 23320

**Site Location:**

SOUTH OF TROTMAN ROAD AND ADJACENT TO THE EXISTING  
CAMDEN, NC 27921

Lot 4

GPD: 480      LTAR: 0.300      Classification: PS w/Fill

**If unsuitable, the site may be reclassified to provisionally suitable with the following modification(s):**

- \* Fill Area 120 ft. by 60 ft. with 18 in. of Sand


**To obtain an Authorization to Construct:**

- \* Submit a plat or scale drawing of the lot, showing location and dimensions of all property lines, proposed structures and driveways
- \* Pay permit fee of \$225

**Comments:**

Sandy Loam @ 30", Soil Wetness @ 18", Lot was evaluated toward rear of lot

EHS:

  
Carver, Kevin

Date: 03/30/2022

THIS APPROVAL WILL BECOME VOID AFTER 12 MONTHS AND A NEW APPLICATION WILL BE NECESSARY.

Bertie (252) 794-5303    Camden (252) 338-4460    Chowan (252) 482-1199    Currituck (252) 232-6603  
Gates (252) 357-1380    Pasquotank (252) 338-4490    Perquimans (252) 426-2100

Packet Pg. 66

Attachment: 9\_ARHSreports (Preliminary Plan Application - Meadows at North River Crossing Major Subdivision)

ALBEMARLE REGIONAL HEALTH SERVICES

4.B.i

368749

Applicant:

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, VA 23320

Owner:

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, 23320

Site Location:

SOUTH OF TROTMAN ROAD AND ADJACENT TO THE EXISTING  
CAMDEN, NC 27921      Lot 5

GPD: 480      LTAR: 0.300      Classification: PS w/Fill

If unsuitable, the site may be reclassified to provisionally suitable with the following modification(s):

- \* Fill Area 120 ft. by 60 ft. with 18 in. of Sand


To obtain an Authorization to Construct:

- \* Submit a plat or scale drawing of the lot, showing location and dimensions of all property lines, proposed structures and driveways
- \* Pay permit fee of \$225

Comments:

Sandy Loam @ 30", Soil Wetness @ 18", Lot was evaluated toward rear of lot

EHS:

  
Carver, Kevin

Date: 03/30/2022

THIS APPROVAL WILL BECOME VOID AFTER 12 MONTHS AND A NEW APPLICATION WILL BE NECESSARY.

Bertie (252) 794-5303    Camden (252) 338-4460    Chowan (252) 482-1199    Currituck (252) 232-6603  
Gates (252) 357-1380    Pasquotank (252) 338-4490    Perquimans (252) 426-2100

Packet Pg. 67

Attachment: 9\_ARHReports (Preliminary Plan Application - Meadows at North River Crossing Major Subdivision)

ALBEMARLE REGIONAL HEALTH SERVICES

4.B.i

368751

Applicant:

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, VA 23320

Owner:

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, 23320

Site Location:

SOUTH OF TROTMAN ROAD AND ADJACENT TO THE EXISTING  
CAMDEN, NC 27921

Lot 6

GPD: 480 LTAR: ~~0.000~~ Classification: PS Shallow Placement

.4 KC

If unsuitable, the site may be reclassified to provisionally suitable with the following modification(s):

- \* Shallow Placement - Type II System


To obtain an Authorization to Construct:

- \* Submit a plat or scale drawing of the lot, showing location and dimensions of all property lines, proposed structures and driveways
- \* Pay permit fee of \$225

Comments:

SW 24"

EHS:

  
Carver, Kevin

Date: 03/30/2022

THIS APPROVAL WILL BECOME VOID AFTER 12 MONTHS AND A NEW APPLICATION WILL BE NECESSARY.

Bertie (252) 794-5303 Camden (252) 338-4460 Chowan (252) 482-1199 Currituck (252) 232-6603  
Gates (252) 357-1380 Pasquotank (252) 338-4490 Perquimans (252) 426-2100

Packet Pg. 68

Attachment: 9\_ARHSreports (Preliminary Plan Application - Meadows at North River Crossing Major Subdivision)



# ALBEMARLE REGIONAL HEALTH SERVICES

4.B.i

368752

**Applicant:**

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, VA 23320

**Owner:**

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, 23320

**Site Location:**

SOUTH OF TROTMAN ROAD AND ADJACENT TO THE EXISTING  
CAMDEN, NC 27921

Lot 7

GPD: 480 LTAR: ~~0.500~~ Classification: PS Shallow Placement

.4 KC

**If unsuitable, the site may be reclassified to provisionally suitable with the following modification(s):**

- \* Shallow Placement - Type II System


**To obtain an Authorization to Construct:**

- \* Submit a plat or scale drawing of the lot, showing location and dimensions of all property lines, proposed structures and driveways
- \* Pay permit fee of \$225

**Comments:**

SW 24"

EHS:

  
Carver, KevinDate: 03/30/2022

THIS APPROVAL WILL BECOME VOID AFTER 12 MONTHS AND A NEW APPLICATION WILL BE NECESSARY.

Bertie (252) 794-5303 Camden (252) 338-4460 Chowan (252) 482-1199 Currituck (252) 232-6603  
Gates (252) 357-1380 Pasquotank (252) 338-4490 Perquimans (252) 426-2100

Packet Pg. 69

Attachment: 9\_ARHSreports (Preliminary Plan Application - Meadows at North River Crossing Major Subdivision)

ALBEMARLE REGIONAL HEALTH SERVICES

4.B.i

368756

Applicant:

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, VA 23320

Owner:

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, 23320

Site Location:

SOUTH OF TROTMAN ROAD AND ADJACENT TO THE EXISTING  
CAMDEN, NC 27921

Lot 8

GPD: 480      LTAR: 0.400      Classification: Provisionally Suitable

If unsuitable, the site may be reclassified to provisionally suitable with the following modification(s):

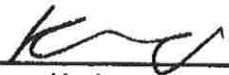
To obtain an Authorization to Construct:

- \* Submit a plat or scale drawing of the lot, showing location and dimensions of all property lines, proposed structures and driveways
- \* Pay permit fee of \$225

Comments:

SW 28"

EHS:

  
Carver, Kevin

Date: 03/30/2022

THIS APPROVAL WILL BECOME VOID AFTER 12 MONTHS AND A NEW APPLICATION WILL BE NECESSARY.

Bertie (252) 794-5303    Camden (252) 338-4460    Chowan (252) 482-1199    Currituck (252) 232-6603  
Gates (252) 357-1380    Pasquotank (252) 338-4490    Perquimans (252) 426-2100

Packet Pg. 70

Attachment: 9\_ARHSreports (Preliminary Plan Application - Meadows at North River Crossing Major Subdivision)

ALBEMARLE REGIONAL HEALTH SERVICES

4.B.i

368758

Applicant:

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, VA 23320

Owner:

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, VA 23320

Site Location:

SOUTH OF TROTMAN ROAD AND ADJACENT TO THE EXISTING  
CAMDEN, VA 23320

Lot 9

GPD: 480      LTAR: 0.500      Classification: Provisionally Suitable

If unsuitable, the site may be reclassified to provisionally suitable with the following modification(s):


To obtain an Authorization to Construct:

- \* Submit a plat or scale drawing of the lot, showing location and dimensions of all property lines, proposed structures and driveways
- \* Pay permit fee of \$225

Comments:

SW 30"

EHS:

  
Carver, Kevin

Date: 03/30/2022

THIS APPROVAL WILL BECOME VOID AFTER 12 MONTHS AND A NEW APPLICATION WILL BE NECESSARY.

Bertie (252) 794-5303    Camden (252) 338-4460    Chowan (252) 482-1199    Currituck (252) 232-6603  
Gates (252) 357-1380    Pasquotank (252) 338-4490    Perquimans (252) 426-2100

Packet Pg. 71

Attachment: 9\_ARHSreports (Preliminary Plan Application - Meadows at North River Crossing Major Subdivision)



ALBEMARLE REGIONAL HEALTH SERVICES

4.B.i

368760

Applicant:

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, VA 23320

Owner:

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, 23320

Site Location:

SOUTH OF TROTMAN ROAD AND ADJACENT TO THE EXISTING  
CAMDEN, VA 23320

Lot 10

GPD: 480      LTAR: 0.400      Classification: Unsuitable

If unsuitable, the site may be reclassified to provisionally suitable with the following modification(s):

To obtain an Authorization to Construct:

Comments:

This lot is unsuitable due to landscape position, Topography & Landscape Position (Rule .1940e)

See follow up email attached

EHS:

Carver, Kevin

Date: 03/30/2022

THIS APPROVAL WILL BECOME VOID AFTER 12 MONTHS AND A NEW APPLICATION WILL BE NECESSARY.

Bertie (252) 794-5303    Camden (252) 338-4460    Chowan (252) 482-1199    Currituck (252) 232-6603  
Gates (252) 357-1380    Pasquotank (252) 338-4490    Perquimans (252) 426-2100

Packet Pg. 72

Attachment: 9\_ARHReports (Preliminary Plan Application - Meadows at North River Crossing Major Subdivision)

ALBEMARLE REGIONAL HEALTH SERVICES

4.B.i

368761

Applicant:

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, VA 23320

Owner:

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, 23320

Site Location:

SOUTH OF TROTMAN ROAD AND ADJACENT TO THE EXISTING  
CAMDEN, VA 23320

Lot 11

GPD: 480      LTAR: 0.500      Classification: Provisionally Suitable

If unsuitable, the site may be reclassified to provisionally suitable with the following modification(s):


To obtain an Authorization to Construct:

- \* Submit a plat or scale drawing of the lot, showing location and dimensions of all property lines, proposed structures and driveways
- \* Pay permit fee of \$225

Comments:

SW 36", System to go in very back of lot, Unsuitable in front (topo)

EHS:

  
Carver, Kevin

Date: 03/30/2022

THIS APPROVAL WILL BECOME VOID AFTER 12 MONTHS AND A NEW APPLICATION WILL BE NECESSARY.

Bertie (252) 794-5303    Camden (252) 338-4460    Chowan (252) 482-1199    Currituck (252) 232-6603  
Gates (252) 357-1380    Pasquotank (252) 338-4490    Perquimans (252) 426-2100

Packet Pg. 73

Attachment: 9\_ARHSreports (Preliminary Plan Application - Meadows at North River Crossing Major Subdivision)

ALBEMARLE REGIONAL HEALTH SERVICES

4.B.i

368762

Applicant:

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, VA 23320

Owner:

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, 23320

Site Location:

SOUTH OF TROTMAN ROAD AND ADJACENT TO THE EXISTING  
CAMDEN, VA 23320

Lot 12

GPD: 480      LTAR: 0.500      Classification: Provisionally Suitable

If unsuitable, the site may be reclassified to provisionally suitable with the following modification(s):

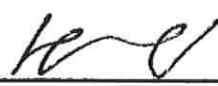
To obtain an Authorization to Construct:

- \* Submit a plat or scale drawing of the lot, showing location and dimensions of all property lines, proposed structures and driveways
- \* Pay permit fee of \$225

Comments:

SW 36", System to go in very back of lot, Unsuitable in front (topo)

EHS:

  
Carver, Kevin

Date: 03/30/2022

THIS APPROVAL WILL BECOME VOID AFTER 12 MONTHS AND A NEW APPLICATION WILL BE NECESSARY.

Bertie (252) 794-5303    Camden (252) 338-4460    Chowan (252) 482-1199    Currituck (252) 232-6603  
Gates (252) 357-1380    Pasquotank (252) 338-4490    Perquimans (252) 426-2100

Packet Pg. 74

Attachment: 9\_ARHSreports (Preliminary Plan Application - Meadows at North River Crossing Major Subdivision)



# ALBEMARLE REGIONAL HEALTH SERVICES

4.B.i

368763

**Applicant:**

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, VA 23320

**Owner:**

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, 23320

**Site Location:**

SOUTH OF TROTMAN ROAD AND ADJACENT TO THE EXISTING  
CAMDEN, VA 23320

Lot 13

<b>GPD:</b> 480	<b>LTAR:</b> 0.500	<b>Classification:</b> Provisionally Suitable
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**If unsuitable, the site may be reclassified to provisionally suitable with the following modification(s):**

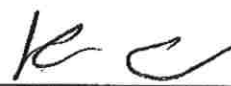
**To obtain an Authorization to Construct:**

- \* Submit a plat or scale drawing of the lot, showing location and dimensions of all property lines, proposed structures and driveways
- \* Pay permit fee of \$225

**Comments:**

SW 36", System to go middle to back of lot, Unsuitable in front left (topo)

EHS:

  
Carver, Kevin

Date: 03/30/2022

**THIS APPROVAL WILL BECOME VOID AFTER 12 MONTHS AND A NEW APPLICATION WILL BE NECESSARY.**

Bertie (252) 794-5303 Camden (252) 338-4460 Chowan (252) 482-1199 Currituck (252) 232-6603  
Gates (252) 357-1380 Pasquotank (252) 338-4490 Perquimans (252) 426-2100

Packet Pg. 75

Attachment: 9\_ARHSreports (Preliminary Plan Application - Meadows at North River Crossing Major Subdivision)

**Applicant:**

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, VA 23320

**Owner:**

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, 23320

**Site Location:**

SOUTH OF TROTMAN ROAD AND ADJACENT TO THE EXISTING  
CAMDEN, VA 23320

Lot 14

**GPD:** 480      **LTAR:** 0.500      **Classification:** Provisionally Suitable

**If unsuitable, the site may be reclassified to provisionally suitable with the following modification(s):**

**To obtain an Authorization to Construct:**

- \* Submit a plat or scale drawing of the lot, showing location and dimensions of all property lines, proposed structures and driveways
- \* Pay permit fee of \$225

**Comments:**

SW 36"+

EHS:

K C

Carver, Kevin

Date: 03/30/2022

**THIS APPROVAL WILL BECOME VOID AFTER 12 MONTHS AND A NEW APPLICATION WILL BE NECESSARY.**

Bertie (252) 794-5303    Camden (252) 338-4460    Chowan (252) 482-1199    Currituck (252) 232-6603  
Gates (252) 357-1380    Pasquotank (252) 338-4490    Perquimans (252) 426-2100

ALBEMARLE REGIONAL HEALTH SERVICES

4.B.i

368705

Applicant:

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, VA 23320

Owner:

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, 23320

Site Location:

SOUTH OF TROTMAN ROAD AND ADJACENT TO THE EXISTING  
CAMDEN, VA 23320

Lot 15

GPD: 480      LTAR: 0.500      Classification: Provisionally Suitable

If unsuitable, the site may be reclassified to provisionally suitable with the following modification(s):


To obtain an Authorization to Construct:

- \* Submit a plat or scale drawing of the lot, showing location and dimensions of all property lines, proposed structures and driveways
- \* Pay permit fee of \$225

Comments:

SW 36"+

EHS:

  
Carver, Kevin

Date: 03/30/2022

THIS APPROVAL WILL BECOME VOID AFTER 12 MONTHS AND A NEW APPLICATION WILL BE NECESSARY.

Bertie (252) 794-5303    Camden (252) 338-4460    Chowan (252) 482-1199    Currituck (252) 232-6603  
Gates (252) 357-1380    Pasquotank (252) 338-4490    Perquimans (252) 426-2100

Packet Pg. 77

Attachment: 9\_ARHSreports (Preliminary Plan Application - Meadows at North River Crossing Major Subdivision)



ALBEMARLE REGIONAL HEALTH SERVICES

4.B.i

368766

Applicant:

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, VA 23320

Owner:

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, 23320

Site Location:

SOUTH OF TROTMAN ROAD AND ADJACENT TO THE EXISTING  
CAMDEN, VA 23320

Lot 16

**GPD:** 480      **LTAR:** 0.500      **Classification:** PS Shallow Placement

If unsuitable, the site may be reclassified to provisionally suitable with the following modification(s):

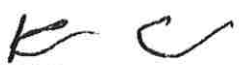
To obtain an Authorization to Construct:

- \* Submit a plat or scale drawing of the lot, showing location and dimensions of all property lines, proposed structures and driveways
- \* Pay permit fee of \$225

Comments:

SW 24"

EHS:

  
Carver, Kevin

Date: 03/30/2022

THIS APPROVAL WILL BECOME VOID AFTER 12 MONTHS AND A NEW APPLICATION WILL BE NECESSARY.

Bertie (252) 794-5303    Camden (252) 338-4460    Chowan (252) 482-1199    Currituck (252) 232-6603  
Gates (252) 357-1380    Pasquotank (252) 338-4490    Perquimans (252) 426-2100

Packet Pg. 78

Attachment: 9\_ARHSreports (Preliminary Plan Application - Meadows at North River Crossing Major Subdivision)

# ALBEMARLE REGIONAL HEALTH SERVICES

4.B.i

368767

**Applicant:**

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, VA 23320

**Owner:**

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, 23320

**Site Location:**

SOUTH OF TROTMAN ROAD AND ADJACENT TO THE EXISTING  
CAMDEN, VA 23320

Lot 17

**GPD:** 480      **LTAR:** 0.500      **Classification:** Provisionally Suitable


**If unsuitable, the site may be reclassified to provisionally suitable with the following modification(s):**

**To obtain an Authorization to Construct:**

- \* Submit a plat or scale drawing of the lot, showing location and dimensions of all property lines, proposed structures and driveways
- \* Pay permit fee of \$225

**Comments:**

SW 36"+

**EHS:**  
Carver, Kevin**Date:** 03/30/2022

**THIS APPROVAL WILL BECOME VOID AFTER 12 MONTHS AND A NEW APPLICATION WILL BE NECESSARY.**

Bertie (252) 794-5303    Camden (252) 338-4460    Chowan (252) 482-1199    Currituck (252) 232-6603  
Gates (252) 357-1380    Pasquotank (252) 338-4490    Perquimans (252) 426-2100

Packet Pg. 79

Attachment: 9\_ARHSreports (Preliminary Plan Application - Meadows at North River Crossing Major Subdivision)

ALBEMARLE REGIONAL HEALTH SERVICES

4.B.i

368768

Applicant:

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, VA 23320

Owner:

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, 23320

Site Location:

SOUTH OF TROTMAN ROAD AND ADJACENT TO THE EXISTING  
CAMDEN, NC 23320

Lot 18

GPD: 480      LTAR: 0.500      Classification: Provisionally Suitable

If unsuitable, the site may be reclassified to provisionally suitable with the following modification(s):


To obtain an Authorization to Construct:

- \* Submit a plat or scale drawing of the lot, showing location and dimensions of all property lines, proposed structures and driveways
- \* Pay permit fee of \$225

Comments:

SW 36"+

EHS:

  
Carver, Kevin

Date: 03/30/2022

THIS APPROVAL WILL BECOME VOID AFTER 12 MONTHS AND A NEW APPLICATION WILL BE NECESSARY.

Bertie (252) 794-5303    Camden (252) 338-4460    Chowan (252) 482-1199    Currituck (252) 232-6603  
Gates (252) 357-1380    Pasquotank (252) 338-4490    Perquimans (252) 426-2100

Packet Pg. 80

Attachment: 9\_ARHSreports (Preliminary Plan Application - Meadows at North River Crossing Major Subdivision)



ALBEMARLE REGIONAL HEALTH SERVICES

4.B.i

368769

Applicant:

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, VA 23320

Owner:

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, 23320

Site Location:

SOUTH OF TROTMAN ROAD AND ADJACENT TO THE EXISTING  
CAMDEN, NC 23320

Lot 19

GPD: 480 LTAR: 0.500 Classification: Provisionally Suitable

If unsuitable, the site may be reclassified to provisionally suitable with the following modification(s):

To obtain an Authorization to Construct:

- \* Submit a plat or scale drawing of the lot, showing location and dimensions of all property lines, proposed structures and driveways
- \* Pay permit fee of \$225

Comments:

SW 36"+

EHS:



Carver, Kevin

Date: 03/30/2022

THIS APPROVAL WILL BECOME VOID AFTER 12 MONTHS AND A NEW APPLICATION WILL BE NECESSARY.

Bertie (252) 794-5303 Camden (252) 338-4460 Chowan (252) 482-1199 Currituck (252) 232-6603  
Gates (252) 357-1380 Pasquotank (252) 338-4490 Perquimans (252) 426-2100

Packet Pg. 81

Attachment: 9\_ARHSreports (Preliminary Plan Application - Meadows at North River Crossing Major Subdivision)

ALBEMARLE REGIONAL HEALTH SERVICES

4.B.i

368770

**Applicant:**

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, VA 23320

**Owner:**

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, 23320

**Site Location:**

SOUTH OF TROTMAN ROAD AND ADJACENT TO THE EXISTING  
CAMDEN, NC 23320

Lot 20

**GPD:** 480      **LTAR:** 0.500      **Classification:** Provisionally Suitable

**If unsuitable, the site may be reclassified to provisionally suitable with the following modification(s):**

**To obtain an Authorization to Construct:**

- \* Submit a plat or scale drawing of the lot, showing location and dimensions of all property lines, proposed structures and driveways
- \* Pay permit fee of \$225

**Comments:**

SW 30", System to go closer to proposed lot 19 side and towards rear of lot

EHS:

  
Carver, Kevin

Date: 03/30/2022

**THIS APPROVAL WILL BECOME VOID AFTER 12 MONTHS AND A NEW APPLICATION WILL BE NECESSARY.**

Bertie (252) 794-5303    Camden (252) 338-4460    Chowan (252) 482-1199    Currituck (252) 232-6603  
Gates (252) 357-1380    Pasquotank (252) 338-4490    Perquimans (252) 426-2100

**Applicant:**

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, VA 23320

**Owner:**

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, 23320

**Site Location:**

SOUTH OF TROTMAN ROAD AND ADJACENT TO THE EXISTING  
CAMDEN, NC 23320

Lot 21

<b>GPD:</b> 480	<b>LTAR:</b> 0.500	<b>Classification:</b> Provisionally Suitable
-----------------	--------------------	---

**If unsuitable, the site may be reclassified to provisionally suitable with the following modification(s):**

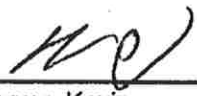
**To obtain an Authorization to Construct:**

- \* Submit a plat or scale drawing of the lot, showing location and dimensions of all property lines, proposed structures and driveways
- \* Pay permit fee of \$225

**Comments:**

SW 30", System to go closer to proposed lot 22 side and towards rear of lot

EHS: \_\_\_\_\_

  
Carver, Kevin

**Date:** 03/30/2022

**THIS APPROVAL WILL BECOME VOID AFTER 12 MONTHS AND A NEW APPLICATION WILL BE NECESSARY.**

Bertie (252) 794-5303 Camden (252) 338-4460 Chowan (252) 482-1199 Currituck (252) 232-6603  
Gates (252) 357-1380 Pasquotank (252) 338-4490 Perquimans (252) 426-2100



ALBEMARLE REGIONAL HEALTH SERVICES

4.B.i

368772

Applicant:

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, VA 23320

Owner:

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, 23320

Site Location:

SOUTH OF TROTMAN ROAD AND ADJACENT TO THE EXISTING  
CAMDEN, NC 23320

Lot 22

GPD: 480      LTAR: 0.500      Classification: Provisionally Suitable

If unsuitable, the site may be reclassified to provisionally suitable with the following modification(s):

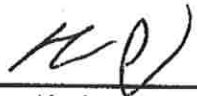
To obtain an Authorization to Construct:

- \* Submit a plat or scale drawing of the lot, showing location and dimensions of all property lines, proposed structures and driveways
- \* Pay permit fee of \$225

Comments:

SW 36"

EHS:

  
Carver, Kevin

Date: 03/30/2022

THIS APPROVAL WILL BECOME VOID AFTER 12 MONTHS AND A NEW APPLICATION WILL BE NECESSARY.

Bertie (252) 794-5303    Camden (252) 338-4460    Chowan (252) 482-1199    Currituck (252) 232-6603  
Gates (252) 357-1380    Pasquotank (252) 338-4490    Perquimans (252) 426-2100

Packet Pg. 84

Attachment: 9\_ARHSreports (Preliminary Plan Application - Meadows at North River Crossing Major Subdivision)

ALBEMARLE REGIONAL HEALTH SERVICES

4.B.i

368774

Applicant:

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, VA 23320

Owner:

WH CHESAPEAKE, LLC  
625 INNOVATION DRIVE  
SUITE 103  
CHESAPEAKE, VA 23320

Site Location:

SOUTH OF TROTMAN ROAD AND ADJACENT TO THE EXISTING  
CAMDEN, VA 23320

Lot 23

GPD: 480      LTAR: 0.500      Classification: Provisionally Suitable

If unsuitable, the site may be reclassified to provisionally suitable with the following modification(s):

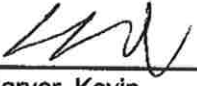
To obtain an Authorization to Construct:

- \* Submit a plat or scale drawing of the lot, showing location and dimensions of all property lines, proposed structures and driveways
- \* Pay permit fee of \$225

Comments:

SW 36"+

EHS:

  
Carver, Kevin

Date: 03/30/2022

THIS APPROVAL WILL BECOME VOID AFTER 12 MONTHS AND A NEW APPLICATION WILL BE NECESSARY.

Bertie (252) 794-5303    Camden (252) 338-4460    Chowan (252) 482-1199    Currituck (252) 232-6603  
Gates (252) 357-1380    Pasquotank (252) 338-4490    Perquimans (252) 426-2100

Packet Pg. 85

Attachment: 9\_ARHSreports (Preliminary Plan Application - Meadows at North River Crossing Major Subdivision)

## COMMISSIONERS

MUNRO  
Chairman

TIFFNEY WHITE  
Vice Chairman

TOM WHITE  
RANDY KRAINIAK  
CLAYTON D. RIGGS



## ADMINISTRATION

ERIN BURKE  
County Manager

KAREN M. DAVIS  
Clerk to the Board

JOHN S. MORRISON  
County Attorney

August 17, 2022

From: Camden County Planning Department  
To: Technical Review Staff \_\_\_\_\_

RE: Meadows at North River Crossing Subdivision

Attached is a copy of the proposed Meadows at North River Crossing Subdivision. The two parcels consisting of 28.57 acres is located in the Shiloh Township located on the West side of Sandy Hook Rd and on the North side of Ditch Bank Rd. The Parcel ID for the two parcels are 03-8965-00-35-9276.0000 and 03-8965-00-36-8180.0000

After you have reviewed the plans, please complete the section below and provide this memo with your comments at the Technical Review Committee meeting on Wednesday August 31, 2022 at 10:00 AM on the right side of the new Camden County Library Building in the Board Room. If you are unable to attend please fill out memo, sign and email to [acurling@camdencountync.gov](mailto:acurling@camdencountync.gov) at the Planning Department by 5:00 PM Tuesday August 30, 2022.

\_\_\_\_ Approved as is  
\_\_\_\_ Reviewed with no comments.  
\_\_\_\_ Approved with the following comments/recommendations:

☒ Disapproved with the following comments: (Provide factual evidence for denial)  
*Please Refer to ATTACHMENT:*

Name: J. Kevin Jones Signature: [Signature]

Thank you for your prompt attention to this matter.  
If you have any questions, please call me at (252) 338-1919 ext 232.

Sincerely,

*[Signature]*

Amber Curling  
Camden County Planning Department





# CAMDEN COUNTY SHERIFF'S OFFICE

SHERIFF J. KEVIN JONES

INTEGRITY • TRANSPARENCY • PROFESSIONALISM



August 23, 2022

To whom it may concern:

I, as the elected Sheriff of this county, must serve the citizens to the very best of my ability. To ensure that our citizens are receiving the quality service that they deserve and demand, this Sheriff's office must grow to accommodate increasing growth our county is experiencing. Since I took office in December of 2018, our calls for service have increased each month. The increase in calls for service is due to the growth that we are experiencing. I have asked for personnel increases the past three budget years to help with the increasing call volume. Although we received personnel increase for budget years 2022/2023, two (2) deputies, this quick fix will only last temporarily as this county is continuing to grow.

I have attached some statistics to this memo (See attached calls for service). July 2021 calls for service was 1,977. The same time a year later, July 2022 calls for service was 2,124. That is a 147 increase in calls from last year. As the attachment shows, the calls increase each month also, with the exception of May 2022 to June 2022, we experienced a 70-call drop, but we regained back in July of 2022.

With respect to these statistics and the continued growth in this county, I as the Sheriff of Camden County cannot give my approval for this subdivision or any other future subdivision until I obtain complete and full assurance from our elected county commissioners to adequately fund this Sheriff's office to meet the increasing demand growth exerts on this office.

Respectfully,

J. Kevin Jones, Sheriff

POST OFFICE BOX 57 — 117 HIGHWAY 343 NORTH • CAMDEN NORTH CAROLINA 27921  
OFFICE: 252.338.5046 FAX: 252.335.4300  
SCAN TO DOWNLOAD CCSO APP



**K Jones**

---

**From:** W McLawhorn <wmclawhorn@camdencountync.gov>  
**Sent:** Tuesday, August 23, 2022 1:58 PM  
**To:** Kevin Jones  
**Subject:** Calls for Service stats

May 2022- 2,039  
June 2022- 1,969  
July 2022- 2,124

May 2021- 1,466  
June 2021- 1,830  
July 2021- 1,977

Thank you,

Whitney McLawhorn  
Camden County Sheriff's Office  
Administrative Assistant  
PO Box 57  
Camden, NC 27921  
Phone: 252-338-5046  
Fax: 252-335-4300

Attachment: 10\_TechnicalReviewCommittee (Preliminary Plan Application - Meadows at North River Crossing Major Subdivision)

## BOARD OF COMMISSIONERS

ROSS B. MUNRO  
Chairman

TIFFNEY WHITE  
Vice Chairman

TOM WHITE  
RANDY KRAINIAK  
CLAYTON D. RIGGS



## ADMINISTRATION

ERIN BURKE  
County Manager

KAREN M. DAVIS  
Clerk to the Board

JOHN S. MORRISON  
County Attorney

August 17, 2022

From: Camden County Planning Department

To: Technical Review Staff \_\_\_\_\_

RE: Meadows at North River Crossing Subdivision

Attached is a copy of the proposed Meadows at North River Crossing Subdivision. The two parcels consisting of 28.57 acres is located in the Shiloh Township located on the West side of Sandy Hook Rd and on the North side of Ditch Bank Rd. The Parcel ID for the two parcels are 03-8965-00-35-9276.0000 and 03-8965-00-36-8180.0000

After you have reviewed the plans, please complete the section below and provide this memo with your comments at the Technical Review Committee meeting on Wednesday August 31, 2022 at 10:00 AM on the right side of the new Camden County Library Building in the Board Room. If you are unable to attend please fill out memo, sign and email to [acurling@camdencountync.gov](mailto:acurling@camdencountync.gov) at the Planning Department by 5:00 PM Tuesday August 30, 2022.

☐ Approved as is  
☒ Reviewed with no comments.  
☐ Approved with the following comments/recommendations:

\_\_\_\_\_

☐ Disapproved with the following comments: (Provide factual evidence for denial)

\_\_\_\_\_

Name: Kylie Felton Signature: Kylie Felton

Thank you for your prompt attention to this matter.  
 If you have any questions, please call me at (252) 338-1919 ext 232.

Sincerely,

Amber Curling  
Camden County Planning Department



## BOARD OF COMMISSIONERS

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☐ Approved as is  
☒ Reviewed with no comments.  
☐ Approved with the following comments/recommendations:

\_\_\_\_\_ Disapproved with the following comments: (Provide factual evidence for denial)

Name: Kirk Jennings Signature: Kirk Jennings - South Camden Fire Dept.

Thank you for your prompt attention to this matter.  
If you have any questions, please call me at (252) 338-1919 ext 232.

Sincerely,

Amber Curling  
Camden County Planning Department

P. O. Box 190 • 117 North 343 • Camden, NC, 27921 • Phone (252) 338-1919 • Fax (252) 333-1000  
[www.camdencountync.gov](http://www.camdencountync.gov)

Attachment: 10\_TechnicalReviewCommittee (Preliminary Plan Application - Meadows at North River Crossing Major Subdivision)

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CLAYTON D. RIGGS



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August 17, 2022

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☐ Approved as is  
☒ Reviewed with no comments.  
☐ Approved with the following comments/recommendations:

\_\_\_\_\_ Disapproved with the following comments: (Provide factual evidence for denial)

Name: Kylie Felton

Signature: *Kylie Felton*

Thank you for your prompt attention to this matter.  
If you have any questions, please call me at (252) 338-1919 ext 232.

Sincerely,

*Amber Curling*

Amber Curling  
Camden County Planning Department



**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**New Business**

**Item Number:** 5.A  
**Meeting Date:** October 03, 2022  
**Submitted By:** Lisa Anderson, Tax Administrator  
Taxes  
Prepared by: Lisa Anderson  
**Item Title** August Monthly Report  
**Attachments:** Aug20220926164619910 (PDF)  
**Summary:** August Monthly Report  
**Recommendation:** Review and approve



**MONTHLY REPORT OF THE TAX ADMINISTRATOR TO THE  
CAMDEN COUNTY BOARD OF COMMISSIONERS**

**OUTSTANDING TAX DELINQUENCIES BY YEAR**

<b><u>YEAR</u></b>	<b><u>REAL PROPERTY</u></b>	<b><u>PERSONAL PROPERTY</u></b>
2021	156,857.60	10,988.05
2020	59,829.49	4,413.96
2019	27,944.46	2,573.55
2018	19,289.23	1,365.93
2017	12,140.74	1,809.88
2016	8,052.66	1,221.02
2015	6,661.95	689.62
2014	9,060.15	1,028.28
2013	6,527.53	4,694.65
2012	5,558.29	7,231.80

Attachment: Aug20220926164619910 (Tax Report - Lisa Anderson)

TOTAL REAL PROPERTY TAX UNCOLLECTED	311,922.10
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TOTAL PERSONAL PROPERTY UNCOLLECTED	36,016.74
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TEN YEAR PERCENTAGE COLLECTION RATE	99.58%
-------------------------------------	--------

COLLECTION FOR 2022 vs. 2021	42,799.70 vs. 16,448.03
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### **LAST 3 YEARS PERCENTAGE COLLECTION RATE**

2021	98.25%
2020	99.19%
2019	99.61%

### **THIRTY LARGEST UNPAID ACCOUNTS**

SEE ATTACHMENT "A"

### **THIRTY OLDEST UNPAID ACCOUNTS**

SEE ATTACHMENT "B"

**EFFORTS AT COLLECTION IN THE LAST 30 DAYS****ENDING August 2022****BY TAX ADMINISTRATOR**92 NUMBER DELINQUENCY NOTICES SENT22 FOLLOWUP REQUESTS FOR PAYMENT SENT5 NUMBER OF WAGE GARNISHMENTS ISSUED4 NUMBER OF BANK GARNISHMENTS ISSUED22 NUMBER OF PERSONAL PHONE CALLS MADE BY TAX ADMINISTRATOR  
TO DELINQUENT TAXPAYER0 NUMBER OF PERSONAL VISITS CONDUCTED (COUNTY OFFICES)0 PAYMENT AGREEMENTS PREPARED UNDER AUTHORITY OF  
TAX ADMINISTRATOR0 NUMBER OF PAYMENT AGREEMENTS RECOMMENDED TO  
COUNTY ATTORNEY0 NUMBER OF CASES TURNED OVER TO COUNTY ATTORNEY FOR  
COLLECTION (I.D. AND STATUS)0 REQUEST FOR EXECUTION FILES WITH CLERK OF COURTS0 NUMBER OF JUDGMENTS FILED



Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
R	02-8923-00-19-3774.0000	12,086.44	1	NMJ PROPERTIES LLC	CAMDEN	431 158 US W
R	01-8929-00-34-2503.0000	8,338.03	1	STONEBRIAR COMMERCIAL FINANCE	SOUTH MILLS	
R	02-8943-01-17-4388.0000	7,745.40	1	THOMAS REESE	CAMDEN	301 JAPONICA DR
R	01-7989-00-01-1714.0000	6,166.42	10	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8971-00-23-2253.0000	6,036.09	1	ABODE OF CAMDEN, INC.	SHILOH	187 C THOMAS POINT RD
R	02-8934-01-18-8072.0000	5,795.45	1	ARNOLD AND THORNLEY, INC.	CAMDEN	146 158 US W
R	02-8935-02-66-7093.0000	5,639.72	1	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	01-7979-00-61-7358.0000	4,906.97	1	BERT LLC	SOUTH MILLS	HORSESHOE RD
R	01-7999-00-62-3898.0000	4,705.66	1	MICHAEL ASKEW	SOUTH MILLS	257 A OLD SWAMP RD
R	02-8934-01-29-4617.0000	4,687.31	1	JAMES B. SEYMOUR ETAL	CAMDEN	112 158 US W
R	02-8945-00-41-2060.0000	4,614.77	1	LASELLE ETHERIDGE SR. HEIRS	CAMDEN	168 BUSHELL RD
R	03-8962-00-05-0472.0000	4,590.46	1	FRANK MCMILLIAN HEIRS	SHILOH	172 NECK RD
R	03-8943-02-75-4196.0000	4,471.07	1	SHERRILL M PRICE JR	SHILOH	115 COOKS LANDING RD
R	03-8972-00-54-4332.0000	4,328.17	1	GILBERT WAYNE OVERTON &	SHILOH	1330 343 HWY S
R	02-8916-00-39-5170.0000	4,144.46	1	DONALD RAY JONES	CAMDEN	670 343 HWY N
R	03-9809-00-24-8236.0000	3,948.55	1	GENE W IRBY	SHILOH	503 SAILBOAT RD
R	03-8973-00-53-0748.0000	3,727.87	1	MORRIS L. KIGHT III	SHILOH	142 STANLEY LN
R	02-8954-00-43-8538.0000	3,614.32	1	BILLY ROSS FEREBEE	CAMDEN	237 PALMER RD
R	03-9809-00-23-4988.0000	3,268.68	1	WANDA H WELLS	SHILOH	104 HIGH RD
R	02-8934-04-72-0416.0000	3,235.88	1	PAULINE JETTE	CAMDEN	238 COUNTRY CLUB RD
R	02-8934-03-31-9750.0000	3,176.60	1	CAROLYN MCDANIEL	CAMDEN	195 COUNTRY CLUB RD
R	03-8962-00-67-1021.0000	2,912.38	1	CECIL BARNARD HEIRS	SHILOH	WICKHAM RD
R	02-8943-01-06-9013.0000	2,880.31	1	JEWEL H. DAVENPORT	CAMDEN	WINDY HEIGHTS DR
R	03-8965-00-37-4242.0000	2,853.28	1	DORA EVANS FORBES	SHILOH	352 SANDY HOOK RD
R	03-8961-00-68-3593.0000	2,835.12	1	EDWARD LANE MOORE	SHILOH	169 RAYMONS CREEK RD
R	02-8936-00-23-4750.0000	2,769.92	1	AARON DARNELL CHAMBLEE ET AL	CAMDEN	LAMBS RD
R	03-8899-00-45-2682.0000	2,766.66	10	SEAMARK INC.	SHILOH	HOLLY RD
R	03-8990-00-17-3935.0000	2,710.50	1	KARL L ADCOCK	SHILOH	100 CATALAN DR
R	01-7979-00-94-6193.0000	2,423.34	1	HERSEY LYN BARBER	SOUTH MILLS	214 HORSESHOE RD
R	01-7090-00-92-5561.0000	2,385.09	1	MAINSTAY CONSTRUCTION, INC	SOUTH MILLS	GENERALS WAY

09/26/22 16:41:47

Delinquencies Top-30 Unpaid

1

Attachment: Aug20220926164619910 (Tax Report - Lisa Anderson)

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
R	01-7989-00-01-1714.0000	10	6,166.42	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8962-00-04-9097.0000	10	2,912.38	CECIL BARNARD HEIRS	SHILOH	NECK RD
R	03-8965-00-37-4242.0000	10	2,853.28	DORA EVANS FORBES	SHILOH	352 SANDY HOOK RD
R	03-8899-00-45-2682.0000	10	2,766.66	SEAMARK INC.	SHILOH	HOLLY RD
R	03-8952-00-95-8737.0000	10	2,151.92	AUDREY TILLET	SHILOH	171 NECK RD
R	01-7988-00-91-0179.0001	10	2,077.02	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	01-7999-00-32-3510.0000	10	1,954.13	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
R	03-8943-04-93-8214.0000	10	1,892.64	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	01-7999-00-12-8596.0000	10	1,879.21	MOSES MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD
R	01-7091-00-64-6569.0000	10	1,809.51	CLARENCE D. TURNER JR.	SOUTH MILLS	STINGY LN
R	01-7080-00-62-1977.0000	10	1,157.52	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	02-8936-00-24-7426.0000	10	851.94	BERNICE PUGH	CAMDEN	113 BOURBON ST
R	01-7989-04-60-1568.0000	10	847.68	EMMA BRITE HEIRS	SOUTH MILLS	116 BLOODFIELD RD
R	01-7989-04-60-1954.0000	10	827.30	CHRISTINE RIDDICK	SOUTH MILLS	105 BLOODFIELD RD
R	01-7090-00-60-5052.0000	10	814.52	JOE GRIFFIN HEIRS	SOUTH MILLS	117 GRIFFIN RD
R	01-7989-04-90-0938.0000	10	765.22	DORIS EASON	SOUTH MILLS	1352 343 HWY N
R	03-9809-00-24-6322.0000	10	667.69	DAVID B. KIRBY	SHILOH	499 SAILBOAT RD
R	02-8955-00-13-7846.0000	10	585.88	MARIE MERCER	CAMDEN	IVY NECK RD
R	03-8899-00-36-1568.0000	10	463.73	PETER BUTSAVAGE	SHILOH	HIBISCUS RD
R	03-8962-00-55-5300.0000	10	427.31	OCTAVIA COPELAND HEIRS	SHILOH	457 NECK RD
R	03-8980-00-61-1968.0000	10	381.59	WILLIAMSBURG VACATION	SHILOH	CAMDEN POINT RD
R	03-9809-00-54-8280.0000	10	303.70	RODNEY STEVEN SPIVEY &	SHILOH	SAILBOAT RD
R	01-7090-00-95-5262.0000	10	297.16	JOHN F. SAWYER HEIRS	SOUTH MILLS	OLD SWAMP RD
R	03-9809-00-66-0120.0000	10	286.40	RANDELL CRIDER	SHILOH	SAILBOAT RD
R	03-8980-00-84-0931.0000	10	285.84	CARL TEUSCHER	SHILOH	218 BROAD CREEK RD
R	02-8936-00-25-7407.0000	10	220.95	CHARLIE RUDOLPH CHAMBLEE	CAMDEN	BOURBON ST
R	03-9809-00-45-1097.0000	10	203.59	MICHAEL OBER	SHILOH	CENTERPOINT RD
R	03-8962-00-60-7648.0000	10	189.72	FRANK WRIGHT ETAL	SHILOH	WICKHAM RD
R	03-8899-00-37-0046.0000	10	149.93	ELIZABETH LONG	SHILOH	HIBISCUS RD
R	03-9809-00-17-2462.0000	10	138.36	TODD ALLEN RIGGS	SHILOH	LITTLE CREEK RD

09/26/22 16:41:51

1

Delinquencies Top-30 Oldest

Attachment: Aug20220926164619910 (Tax Report - Lisa Anderson)

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
P	0001709	1,207.54	5	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
P	0001104	1,148.60	1	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0000295	1,126.07	3	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0002941	1,083.89	1	BARKER'S TRUCKING, INC	SHILOH	108 SASSAFRAS LN
P	0001046	562.79	10	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0001072	534.66	10	PAM BUNDY	SHILOH	105 AARON DR
P	0000297	522.02	1	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN
P	0001681	504.70	10	STEVE WILLIAMS	CAMDEN	150 158 HWY W
P	0001721	457.37	1	CINDY MAYO	SOUTH MILLS	106 BINGHAM RD
P	0002182	449.91	1	ACADEMI TRAINING CENTER LLC	MOYOCK	850 PUDDIN RIDGE RD
P	0001230	411.11	10	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0003721	396.00	1	JIMMY'S TRUCKING & HAULING LLC	CAMDEN	127 TRAFTON RD
P	0003192	382.04	1	ROBERT JESSE-ALDERMAN HUDGINS	CAMDEN	409 343 HWY N
P	0003559	365.94	1	BENNY FARRELL TUCKER	ELIZABETH CITY	152 158 US W
P	0001538	311.90	10	JEFFREY EDWIN DAVIS	CAMDEN	431 158 US W
P	0003501	310.39	1	DIANE L. NOBLE	CAMDEN	152 158 US W
P	0000738	307.42	10	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0003513	282.06	1	JULIE PORTER	CAMDEN	431 158 US W
P	0003537	279.87	1	NATHAN MARC SEBURA	CAMDEN	343 HWY N
P	0003208	271.52	1	RICKY W JOHNSON	CAMDEN	113 PALMER RD
P	0003075	255.21	1	PATRICK WAYNE BAUM	CAMDEN	186 B BUSHELL RD
P	0000945	243.90	1	RAMONA F. TAZEWEILL	CAMDEN	239 SLEEPY HOLLOW RD
P	0001694	241.65	10	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0001952	238.91	10	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
P	0003773	231.08	1	SEVAN NERO BARTLETT	CAMDEN	197 HERMAN ARNOLD RD
P	0003415	228.97	1	IVY MIRANDA BOGUES	CAMDEN	224 NORTH RIVER RD
P	0002902	222.92	1	STEPHANIE AUSMAN	SHILOH	204 POND RD
P	0001106	203.87	10	JAMI ELIZABETH VANHORN	SOUTH MILLS	612 MAIN ST
P	0003715	202.13	1	CHARLES CHANNING ROTEN	SOUTH MILLS	302 34 HWY N
P	0003902	201.52	1	SCOTT D RADY	SOUTH MILLS	403 BEECHNUT AVE

09/26/22 16:42:12

Delinquencies Top-30 Unpaid

1

Attachment: Aug20220926164619910 (Tax Report - Lisa Anderson)

Personnel



Roll	Parcel Number	YrsDltg	Unpaid Amount	Taxpayer Name	City	Property Address
P	0001709	10	1,207.54	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
P	0001046	10	562.79	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0001072	10	534.66	PAM BUNDY	SHILOH	105 AARON DR
P	0001681	10	504.70	STEVE WILLIAMS	CAMDEN	150 158 HWY W
P	0001230	10	411.11	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0001538	10	311.90	JEFFREY EDWIN DAVIS	CAMDEN	431 158 US W
P	0000738	10	307.42	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0001694	10	241.65	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0001952	10	238.91	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
P	0001106	10	203.87	JAMI ELIZABETH VANHORN	SOUTH MILLS	612 MAIN ST
P	0001827	10	148.15	KAREN BUNDY	CAMDEN	431 158 US W
P	0000295	6	1,126.07	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0000770	6	134.40	MARSHA GAIL BOGUES	CAMDEN	276 BELCROSS RD
P	0000385	6	121.17	MARK SANDERS OVERMAN	SHAWBORO	116 GARRINGTON ISLAND
P	0002921	6	120.68	CYNTHIA MAE BLAIN	SOUTH MILLS	122 DOCK LANDING LOOP
P	0001104	5	1,148.60	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0000945	5	243.90	RAMONA F. TAZEWEILL	CAMDEN	239 SLEEPY HOLLOW RD
P	0002442	5	200.37	GERALD WHITE STALLS JR	SOUTH MILLS	116 CHRISTOPHERS WAY
P	0002468	5	178.15	WANDA HERNANDEZ WELLS	SHILOH	104 HIGH RD
P	0002968	5	165.22	MICHAEL WILLIAM MAINELLO	SOUTH MILLS	237 KEETER BARN RD
P	0001150	5	136.45	WILLIAM MICHAEL STONE	CAMDEN	130 MILL DAM RD S
P	0001689	5	125.28	MICHAEL WAYNE MYERS	SOUTH MILLS	107 ROBIN DR
P	0002902	4	222.92	STEPHANIE AUSMAN	SHILOH	204 POND RD
P	0001512	4	167.69	JOHN WESLEY BURGESS, JR.	CAMDEN	431 158 USY W
P	0000297	3	522.02	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN
P	0003559	3	365.94	BENNY FARRELL TUCKER	ELIZABETH CITY	152 158 US W
P	0003501	3	310.39	DIANE L. NOBLE	CAMDEN	152 158 US W
P	0003513	3	282.06	JULIE PORTER	CAMDEN	431 158 US W
P	0003075	3	255.21	PATRICK WAYNE BAUM	CAMDEN	186 B BUSHELL RD
P	0003415	3	228.97	IVY MIRANDA BOGUES	CAMDEN	224 NORTH RIVER RD

09/26/22 16:42:15

Delinquencies Top-30 Oldest

1

Attachment: Aug20220926164619910 (Tax Report - Lisa Anderson)

Personal



**Board of Commissioners**  
**AGENDA ITEM SUMMARY SHEET**

**New Business**

**Item Number:** 5.B

**Meeting Date:** October 03, 2022

**Submitted By:** Lisa Anderson, Tax Administrator  
Taxes  
Prepared by: Karen Davis

**Item Title** 2023 Schedule of Values - Pearson Appraisals

**Attachments:** Tax Admin Letter\_Proposed Schedule of Values(PDF)

**Summary:**

1. Presentation of Schedule of Values from Pearson Appraisals
2. Presentation of Present Use Value Schedule as per State
3. Set Public Hearing for Schedule of Values

**Recommendation:**

1. Motion to accept Schedule of Values as presented by Pearson Appraisals.
2. Motion to accept the Present Use Value Schedule as presented by the State.
3. Motion to set the Public Hearing of the Schedule of Values and Present Use Value Schedule for Monday, October 17, 2022 at 7:00 PM.



**LISA S. ANDERSON**  
Tax Administrator  
landerson@camdencountync.gov

**BOARD OF COMMISSIONERS**  
ROSS B. MUNRO, Chairman  
TIFFNEY WHITE, Vice Chairman  
CLAYTON D. RIGGS  
RANDY KRAINIAK  
G. TOM WHITE

9/27/22

## MEMORANDUM

**TO:** Erin Burke, County Manager  
Board of Commissioners

**FROM:** Lisa S. Anderson, Tax Administrator

**SUBJECT:** The Adoption Process of the Proposed Schedule of Values

The Pearson Appraisal Firm is prepared to begin the first step of the adoption process by submitting the 2023 proposed Schedule of Values at the next commissioners meeting scheduled for October 3, 2022. The timeline for the adoption process should be carried out as recommended by the North Carolina Department of Revenue as the following:

1. Schedule Submitted to County Commissioners (October 3, 2022)
2. Advertise Date of Public Hearing, Schedule is Available for Inspection (October 4, 2022)
3. Public Hearing (October 17, 2022)
4. Schedule Adopted by County Commissioners (November 7, 2022)
5. Publication of First Notice of Adoption (November 8, 2022)
6. Publication of Second Notice of Adoption (November 14, 2022)
7. Publication of Third Notice of Adoption (November 21, 2022)
8. Publication of Fourth Notice of Adoption (November 28, 2022)
9. Last Day Schedule can be Appealed (December 9, 2022)
10. Mail Revaluation Notices

The schedule of values are defined in a manual that contains rules, values and rates to be used in appraising real property at its' true value and at its' present-use value based on sales data, construction cost, income and expense formulas which pertains to commercial property within the county.

If you have any questions or concerns, please do not hesitate to call me.





## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### New Business

**Item Number:** 5.C

**Meeting Date:** October 03, 2022

**Submitted By:** Karen Davis, Clerk to the Board  
Emergency Management  
Prepared by: Karen Davis

**Item Title** **Debris Monitoring Contract Extension Request**

**Attachments:** Debris Monitoring Contract Extension Request 2022  
(PDF)  
Camden County, NC\_Master Services  
Agreement\_Amendment  
No. 1 (PDF)  
Rate Adjustment 2022\_Camden County, NC\_Request  
for Contract Renewal and  
Rate Change (PDF)  
Rate Adjustment 2022\_Attachment B\_CPI-U Original  
Data Value (PDF)

Summary letter and supporting documentation attached.



## **EMERGENCY MANAGEMENT**

### **Pasquotank - Camden - Elizabeth City**



5.C.a

Brian Parnell, Coordinator

Josh Wyse, Asst. Coordinator

August 1, 2022

To: Pasquotank County, Camden County, City of Elizabeth City

From: Brian Parnell, EM Coordinator

Reference: Debris Monitoring Contract Extension with Tetra Tech Disaster Recover

Background: Debris monitoring is one portion of the FEMA Public Assistance Debris Management plan in which debris is being monitored and documented at a temporary debris collection site after a storm along with ensuring it is correctly separated. This can be accomplished by assigning current staff for the tasks or entering into a contractual agreement with an outside company to perform these duties. In the past, Pasquotank and Camden Counties along with the City of Elizabeth City have utilized contractual services to perform these duties. Doing so has allowed each jurisdiction to be successful in receiving reimbursements from FEMA after a storm in which a Presidential Declaration was made.

After a bid process in 2014, Pasquotank, Camden and Elizabeth City entered into a 3-year Debris Monitoring contract with Tetra Tech Disaster Recovery with an option to renew for (2) consecutive 1-year terms. The option was utilized in 2017 for 1 year to carry the contract until a new bidding process could be completed and to ensure there was no lapse in capabilities.

In 2018, request for proposals were solicited for a new Debris Monitoring contract. In 2019 after receiving 5 proposals, Tetra Tech Disaster Recovery won the bid and each jurisdiction entered into a new 3-year Debris Monitoring contract, again with an option to renew for (2) consecutive 1-year terms. The initial 3-year contract is set to expire on October 24, 2022 and notice has been given via email from Tetra Tech for a request to exercise the first 1-year extension. In this notice, Tetra Tech has requested an increase of 9.2% in the hourly rate pay due to inflation and other uncontrollable cost increases. There are no upfront fees to renew or maintain the contract and the jurisdictions will pay funds only when services are rendered along with receipt of associated documentation to support Tetra Tech's payment claims. Any funds expended during this contract are reimbursable through FEMA during a Presidential Declaration.

Recommendation: Due to the ever-changing rules and regulations of FEMA programs along with staff changeover from time to time, it is recommended that each jurisdiction exercise the 1st 1-year extension with the requested increase in hourly rate for the period of October 25, 2022 through October 24, 2023 with Tetra Tech Disaster Recovery. After the execution of the extension, Pasquotank-Camden Emergency Management along with representatives of each jurisdiction will convene to discuss steps moving forward with this program and/or develop a request for proposal for the Debris Monitoring contract to be awarded and in place prior to the extension deadline in 2023.

Regards,

*Brian Parnell*

Brian Parnell, EM Coordinator

**200 E. Colonial Avenue | Elizabeth City, NC 27909 | 252.335.4444**

CONTRACT FOR SERVICES  
DISASTER MONITORING AND RECOVERY SERVICES

AMENDMENT NO. 1

THIS **CONTRACT AMENDMENT NO. 1** is by and between **CAMDEN COUNTY, NORTH CAROLINA** (hereinafter referred to as "COUNTY"), and **TETRA TECH, INC.**, a (hereinafter referred to as "CONTRACTOR").

**WITNESSETH:**

**WHEREAS**, COUNTY has entered into a Contract for Disaster and/or Storm Recovery Monitoring with CONTRACTOR for a period beginning on October 24, 2019 through October 24, 2022 with the option to renew the contract term for up to two (2) additional one (1) year periods;

**WHEREAS**, the COUNTY and CONTRACTOR desire to exercise the first renewal option for one (1) additional year; and

NOW, THEREFORE, the parties hereby agree as follows:

1. **CONTRACT TERM.** The Contract is renewed from October 25, 2022 through October 24, 2023. All other terms and conditions remain unchanged.
2. **PAYMENT PROVISIONS.** The payment provisions are amended as follows:  
With the express agreement of the COUNTY, CONTRACTOR shall implement a CPI increase of 9.2% for this Contract, which shall include the following rates attached in Attachment A.
3. **MODIFICATIONS.** This Contract Amendment and the Contract, taken together, constitute the final agreement between the COUNTY and CONTRACTOR. Any modification of or additions to the terms of this Contract Amendment or Contract must be in writing and executed by the parties.

IN WITNESS WHEREOF, the parties have duly executed this Contract Amendment on the dates written below.

**CAMDEN COUNTY, NORTH CAROLINA**

**TETRA TECH, INC.**

\_\_\_\_\_  
By:  
Title:  
Date:

\_\_\_\_\_  
By: Jonathan Burgiel  
Title: Business Unit President  
Date:

ATTEST:

ATTEST:

\_\_\_\_\_  
Marina Armanious, Contracts Representative

Attachment: Camden County, NC Master Services Agreement Amendment No. 1 (Debris Monitoring Contract Extension Request)



**TETRA TECH, INC.**  
**UPDATED RATE SCHEDULE**  
**Camden County, City of Elizabeth City, and Pasquotank County, North Carolina**  
**Disaster Monitoring and Recovery Services Request for Proposal**

Positions	10/24/2019 - 10/24/2022		CPI	CPI	Hourly Rate w/ 9.2% CPI	
	Hourly Rate		9.2% Increase	\$ Increase	10/25/2022 - 10/24/2023	
Project Manager	\$	78.00	9.2%	\$ 7.18	\$	85.18
Operations Managers	\$	64.00	9.2%	\$ 5.89	\$	69.89
GIS/Analyst	\$	45.00	9.2%	\$ 4.14	\$	49.14
Field Supervisors	\$	45.00	9.2%	\$ 4.14	\$	49.14
Debris Site/Tower Monitors	\$	34.00	9.2%	\$ 3.13	\$	37.13
Load Ticket Data Entry Clerks	\$	-	9.2%	\$ -	\$	-
Billing/Invoice Analysts	\$	45.00	9.2%	\$ 4.14	\$	49.14
Project Coordinators	\$	32.00	9.2%	\$ 2.94	\$	34.94
Field Coordinators (Crew Monitors)	\$	34.00	9.2%	\$ 3.13	\$	37.13
Environmental Specialist	\$	55.00	9.2%	\$ 5.06	\$	60.06
Data Manager	\$	60.00	9.2%	\$ 5.52	\$	65.52
<b>EMERGENCY MANAGEMENT POSITIONS</b>						
Subject Matter Expert	\$	240.00	9.2%	\$ 22.08	\$	262.08
Executive Consultant/Planner/Analyst	\$	225.00	9.2%	\$ 20.70	\$	245.70
Principal Consultant/Planner/Analyst	\$	210.00	9.2%	\$ 19.32	\$	229.32
Principal in Charge	\$	190.00	9.2%	\$ 17.48	\$	207.48
Project/Program Manager	\$	175.00	9.2%	\$ 16.10	\$	191.10
Supervising Consultant	\$	158.00	9.2%	\$ 14.54	\$	172.54
Senior Consultant	\$	150.00	9.2%	\$ 13.80	\$	163.80
Consultant III	\$	135.00	9.2%	\$ 12.42	\$	147.42
Consultant II	\$	125.00	9.2%	\$ 11.50	\$	136.50
Consultant I	\$	110.00	9.2%	\$ 10.12	\$	120.12
Program Analyst	\$	95.00	9.2%	\$ 8.74	\$	103.74

# ATTACHMENT A

5.C.b

Positions	10/24/2019 - 10/24/2022		CPI	CPI	Hourly Rate w/ 9.2% CPI	
	Hourly Rate		9.2% Increase	\$ Increase	10/25/2022 - 10/24/2023	
Consulting Aide	\$	90.00	9.2%	\$ 8.28	\$	98.28
Planning Aide	\$	80.00	9.2%	\$ 7.36	\$	87.36
Analytical Aide	\$	75.00	9.2%	\$ 6.90	\$	81.90
Research Assistant II	\$	66.00	9.2%	\$ 6.07	\$	72.07
Administrative Specialist III	\$	60.00	9.2%	\$ 5.52	\$	65.52
Research Assistant	\$	51.00	9.2%	\$ 4.69	\$	55.69
Administrative Specialist II	\$	48.00	9.2%	\$ 4.42	\$	52.42
Administrative Specialist I	\$	44.00	9.2%	\$ 4.05	\$	48.05

Attachment: Camden County, NC Master Services Agreement Amendment No. 1 (Debris Monitoring



July 13, 2022

Sent via email to [parnellb@co.pasquotank.nc.us](mailto:parnellb@co.pasquotank.nc.us)

Brian Parnell  
Camden County, North Carolina  
City of Elizabeth City, North Carolina  
Pasquotank County, North Carolina

RE: Request for Proposal  
Disaster Monitoring and Recovery Services  
Request for Contract Renewal and Rate Change

Dear Brian Parnell,

Camden County, City of Elizabeth City, and Pasquotank County, North Carolina (County/City) entered into a contract for Professional Debris Monitoring Services for Disasters with Tetra Tech, Inc. (Tetra Tech) for a period beginning on October 24, 2019 through October 24, 2022 with the option to renew the contract term for up to two (2) additional one (1) year periods. Tetra Tech is requesting the County/City to exercise the first renewal option from October 25, 2022 to October 24, 2023 with an adjustment to the hourly rates based on the CPI-U Base Price Adjustment Calculation below:

<u>CPI for May 2021:</u>	259.343
<u>CPI for May 2022:</u>	283.307
<u>Increase Calculation:</u>	283.307 (May 2022) – 259.343 (May 2021) = 23.964
	23.964 / 259.343 (May 2021) = <b>9.2% increase</b>

As such, Tetra Tech requests the County/City to consider increasing Tetra Tech's hourly rates by 9.2%. Please find enclosed the updated hourly rates for review and approval which includes the 9.2% increase (Attachment A) and a detailed calculation breakdown as well as the CPI-U Original Data Value for May 2021 to May 2022 (Attachment B).

Please contact me directly at [TDR.Contracts@tetratech.com](mailto:TDR.Contracts@tetratech.com) should you have any questions or need additional information.

Sincerely,

Marina Armanious  
Contracts Coordinator





# CPI for All Urban Consumers (CPI-U) Original Data Value

**Series Id:** CUUR0300SA0,CUUS0300SA0  
**Not Seasonally Adjusted**  
**Series Title:** All items in South urban, all urban consumers, not  
**Area:** South  
**Item:** All items  
**Base Period:** 1982-84=100  
**Years:** 2012 to 2022

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2012	220.497	221.802	223.314	224.275	223.356	223.004	222.667	223.919	225.052	224.504	223.404	223.109	223.242	222.708	223.776
2013	223.933	225.874	226.628	226.202	226.289	227.148	227.548	227.837	227.876	227.420	226.811	227.082	226.721	226.012	227.429
2014	227.673	228.664	230.095	231.346	231.762	232.269	232.013	231.611	231.762	231.131	229.845	228.451	230.552	230.302	230.802
2015	226.855	227.944	229.337	229.957	230.886	232.026	231.719	231.260	230.913	230.860	230.422	229.581	230.147	229.501	230.793
2016	229.469	229.646	230.977	231.975	232.906	233.838	233.292	233.561	234.069	234.337	234.029	234.204	232.692	231.469	233.915
2017	235.492	236.052	236.154	236.728	236.774	237.346	236.942	237.892	239.649	239.067	238.861	238.512	237.456	236.424	238.487
2018	239.772	241.123	241.595	242.486	243.279	243.770	243.776	243.605	243.640	244.163	243.484	242.150	242.737	242.004	243.470
2019	242.547	243.856	245.554	246.847	246.667	246.515	247.250	246.953	246.891	247.423	247.385	247.289	246.265	245.331	247.199
2020	248.005	248.412	248.136	246.254	245.696	247.223	248.619	249.639	250.193	250.542	250.255	250.693	248.639	247.288	249.990
2021	252.067	253.386	255.319	257.207	259.343	261.668	263.013	263.728	264.593	267.160	268.360	269.263	261.259	256.498	266.020
2022	271.634	274.688	278.598	279.879	283.307										

**CPI for May 2021:** 259.343  
**CPI for May 2022:** 283.307  
**Increase Calculation:** 283.307 (May 2022) - 259.343 (May 2021) = 23.964  
 23.964 / 259.343 (May 2021) = **9.2% increase**



**Board of Commissioners**  
**AGENDA ITEM SUMMARY SHEET**

**New Business**

**Item Number:** 5.D

**Meeting Date:** October 03, 2022

**Submitted By:** Erin Burke,  
Administration  
Prepared by: Karen Davis

**Item Title** **Emergency Management Ordinance**

**Attachments:** 09-23-22 Emergency Management Ordinance  
(DOCX)  
2022 EMERGENCY MANAGEMENT ORDINANCE  
(PDF)

County Manager memorandum and supporting documentation attached.





## MEMORANDUM

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To: Chair Munro & Commissioners  
From: Erin Burke, County Manager  
Date: September 23, 2022  
RE: Emergency Management Ordinance

### BACKGROUND

Camden County, along with Pasquotank and Elizabeth City, adopted the existing Emergency Management Ordinance in 1985. There have not been any significant updates to the ordinance since that time. There have been changes in state statutes and best practices in the intervening time period. The proposed ordinance takes a more comprehensive approach to emergency management.

### ANALYSIS

In consultation with the County Attorney, the proposed ordinance has been reviewed. The other two parties included in the ordinance are set to review this ordinance at their October meetings. Both the County Manager and the Emergency Management Director support adoption of the proposed ordinance.



## PASQUOTANK COUNTY, CAMDEN COUNTY and CITY OF ELIZABETH CITY EMERGENCY MANAGEMENT ORDINANCE

- WHEREAS,** The North Carolina General Assembly has adopted Article 1A of Chapter 166A of the General Statutes, entitled "North Carolina Emergency Management Act", which revises and recodifies and sets forth the authority and responsibility of the Governor, State agencies, and local governments in prevention of, preparation for, response to, and recovery from natural or man-made emergencies; and
- WHEREAS,** G.S. §166A-19.15, which is part of the North Carolina Emergency Management Act, assigns to Counties responsibility for emergency management within the geographical limits of such county; and,
- WHEREAS,** G.S. §166A-19.22, which is part of the North Carolina Emergency Management Act, authorizes cities and counties to declare a state of emergency under conditions and procedures contained in G.S. §166A-19.22; and,
- WHEREAS,** G.S. §166A-19.31 authorizes counties and cities to enact ordinances to empower their Boards, to exercise certain powers and authorities to deal with states of emergency; and,
- WHEREAS,** due to changes in the relevant General Statutes and the greatly expanded operations and capabilities of emergency management, the existing County and City ordinances on Civil Emergencies need to be significantly revised and replaced.

**NOW, THEREFORE, BE IT ORDAINED** by the Board of Commissioners of Pasquotank County, Board of Commissioners of Camden County, and the City Council of the City of Elizabeth City, that:

Section 1: The following Ordinances are hereby repealed:

1. The Elizabeth City-Pasquotank County Emergency Management Code dated July 1, 1985;
2. The State of Emergency Ordinance for Elizabeth City dated June 6, 1988, the State of Emergency Ordinance for Pasquotank County dated September 19, 1977 and the State of Emergency Ordinance for Camden County dated September 3, 1985.

Section 2: The following Ordinance is HEREBY ADOPTED:

### ARTICLE 1 – GENERAL

#### Section 1.      **SHORT TITLE**

This ordinance shall be known as the Emergency Management Ordinance for Pasquotank County, Camden County, and the City of Elizabeth City. This ordinance is adopted under the provisions set forth above and in accordance with North Carolina Emergency Management Act of 1977.

## Section 2. PURPOSE

- a. Establish an emergency management agency to ensure the complete and efficient utilization of all resources of Pasquotank County, Camden County, and the City of Elizabeth City in the event of an emergency or disaster.
- b. The Pasquotank-Camden Emergency Management Agency shall be the coordinating agency for all activity in connection with Emergency Management. It will be the instrument in which the Pasquotank and Camden County Board of Commissioners and the City of Elizabeth City, within their jurisdictional boundaries, may exercise the authority and discharge the responsibilities vested in them during disaster emergencies.
- c. The Pasquotank-Camden Emergency Management Agency shall be the coordinating agency for activities and programs relating to emergency and disaster prevention, protection, mitigation, response, and recovery among agencies and officials of Pasquotank County, Camden County, the City of Elizabeth City, and similar agencies and officials of other counties, the state and federal agencies; and with other private and quasi-official organizations responding to assist within our jurisdictional boundaries.

## Section 3. DEFINITIONS

The following definitions shall apply in the interpretation of this Article:

**Coordinator** refers to the Coordinator of Pasquotank-Camden Emergency Management, the individual with direct responsibility for the development, organization, administration, and operation of the Pasquotank-Camden Emergency Management Agency as provided by this Ordinance.

**Disaster** represents the degree and severity of an emergency's impact as declared by the Governor.

**Emergency** is an occurrence or imminent threat of widespread or severe damage, injury, or loss of life or property resulting from any natural or man-made accidental, military, paramilitary, weather-related, or riot-related cause.

**Emergency Management** includes those measures taken by the populace and governments of federal, state, and local levels to minimize the adverse effect of any type of emergency, which includes the never-ending preparedness cycle of planning, prevention, mitigating, warning, movement, shelter, emergency assistance, and recovery.

**Emergency Management Agency** refers to the Pasquotank-Camden Emergency Management office, the local government agency charged with coordination of all emergency activities for its jurisdiction.

**Emergency Operations Plan** refers to the document, developed by Pasquotank-Camden Emergency Management that assigns responsibilities to organizations and individuals for carrying out specific actions in an emergency/disaster that exceeds the capability or routine responsibility of any one agency and establishes lines of authority and organizational relationships.

**Mutual Aid Agreements** are defined to include but not be limited to agreements related to the furnishing or exchange of such supplies, equipment, facilities, personnel, and services as may be needed with provisions for the reimbursement of costs and expenses for equipment, supplies, personnel and similar items upon such terms and conditions as may be necessary.

**Volunteer** shall mean personnel and agencies contributing a service, equipment, or facilities to the emergency management agency without remuneration.

#### **Section 4. PRESERVATION OF AUTHORITY**

- a. This ordinance does not:
  - a. relieve any county or city department or agency of the responsibilities or authority given to it by state law or by local chapter, nor will it adversely affect the work of any volunteer agency organized for relief in disaster situations.
  - b. abridge or modify the authority of emergency medical services personnel, law enforcement, firefighters, or other relevant public officers and agencies from exercising their authority to protect the public health and safety, as that authority is established by state and local law.
  - c. abridge or modify the authority of the governor or their delegates to implement emergency measures during declared states of disaster or emergency.

#### **Section 5. VIOLATIONS**

- a. Violations of any provision of this Ordinance or declaration enacted or declared under this chapter shall be punished in accordance with N.C.G.C §14-288.20A.
- b. Any person interfering with, or obstructing, hindering, or delaying any public officer in performing their duties under the provisions of this ordinance, or any declaration, regulation, or plan issued thereunder shall be punished in accordance with N.C.G.S. §14- 223.
- c. It shall be a Class 2 misdemeanor, punishable upon conviction by a fine not exceeding \$50 or imprisonment not exceeding 30 days for any person to willfully obstruct, hinder or delay any other emergency management forces in the enforcement of the provisions of this chapter or performing their duties pursuant to any plan or restriction issued thereunder and upon conviction, shall be punished in accordance with N.C.G.S. § 14-4.

### **ARTICLE 2 – PASQUOTANK-CAMDEN EMERGENCY MANAGEMENT AGENCY**

#### **Section 1. ORGANIZATION AND APPOINTMENTS**

The Pasquotank-Camden Emergency Management Agency shall consist of the following:

- a. An agency of Emergency Management within the executive department of Pasquotank County, with contracted services to Camden County and the City of Elizabeth City, under the direction of the County Manager, through the Board of Commissioners and the City Mayor, as authorized by N.C.G.S. §166A-19.15(2).
- b. A Coordinator of the emergency management agency will be appointed by the Pasquotank County Manager. The Coordinator will be a person well-versed and trained in emergency management processes and procedures involving the activities of various agencies that serve to protect public health, safety, and welfare in the event of an emergency.
- c. The Coordinator shall designate and appoint an Assistant Emergency Management Coordinator to assume the duties of the Coordinator in the event of their absence or inability to act. The Coordinator and all other employees shall meet all requirements of state law to serve in emergency management.



- d. The employees and resources of all county and city departments, boards, institutions, and councils will participate in the emergency management activities. Duties assigned to the county and city departments shall be the same or similar to the normal duties of the department, where possible.
- e. Volunteer personnel and agencies offering service to, and accepted by the County and City.

## **Section 2. DUTIES AND RESPONSIBILITIES OF THE COORDINATOR**

- a. The Coordinator shall be responsible for the organization, administration, and operation of the Emergency Management Agency. The Coordinator shall coordinate the activities, services, and programs for emergency management and disaster response and recovery within Pasquotank County, Camden County, and the City of Elizabeth City and shall maintain liaison with the state and federal authorities and the authorities of nearby political subdivisions to ensure the most effective operation and implementation of the emergency management plans.
- b. The Coordinators duties shall include, but not limited to, the following:
  - 1. Manage a comprehensive emergency management program for Pasquotank County, Camden County, and the City of Elizabeth City pursuant to Chapter 166A, including, but not limited to elements addressing prevention, protection, mitigation, response, and recovery from emergencies.
  - 2. Compel and coordinate the activity of all other public and private agencies engaged in any emergency management activities within Pasquotank County, Camden County, and the City of Elizabeth City.
  - 3. Through public informational programs, educating the populace as to actions necessary and required for the protection of their persons and property in case of enemy attack, terrorism, or disaster, either impending or present.
  - 4. Manage exercises to ensure the efficient operation of the emergency management forces and familiarize residents, businesses, educational institutions, and partner agencies with emergency management regulations, procedures and operations.
  - 5. Monitor and advise the Pasquotank and Camden County Commissioners, Pasquotank and Camden County Managers, and City of Elizabeth City Manager and Council of any and all threats, emergencies or disasters that pose a risk to the lives and safety of the residents of Pasquotank County, Camden County, and the City of Elizabeth City and propose solutions for their decision on how best to protect people and property from imminent danger or from further damage.
  - 6. Procure supplies and equipment, institute training programs, public preparedness information and education programs, manage and coordinate disaster drills and exercises in accordance with county-wide emergency plans.
  - 7. Manage the Pasquotank-Camden Emergency Operations Center as the central coordinating entity during emergencies or disasters.

### **Section 3. EMERGENCY MANAGEMENT PLANS**

- a. A countywide, all-hazard, emergency operations plan shall be adopted and maintained by the Board of Commissioners of Pasquotank County and Camden County and City Council of the City of Elizabeth City. In the preparation of this plan, the services, equipment, facilities, and personnel of all existing departments and agencies shall be utilized to the fullest extent. When the plan is approved, each department or agency shall perform those functions assigned to it by the plan and shall maintain a current state of readiness at all times. The emergency operations plan shall have the full effect of local law whenever an emergency or disaster occurs.
- b. Supporting plans shall be maintained by the Emergency Management Agency to ensure coordinated activities in the prevention, protection, mitigation, responses, and recovery from emergencies phases. In the preparation of these plans, the services, equipment, facilities and personnel of all existing departments and agencies shall be utilized to the fullest extent. When the plans are published, each department or agency shall perform those functions assigned to it by the plans.
- c. The Emergency Management Agency shall describe in emergency plans those positions for which lines of succession are necessary. In each instance, the responsible person within the cognizant department or agency shall designate and file with the Emergency Management Agency a current list of three persons to be successors to each key position. The list shall be in order of succession and shall designate persons most capable of carrying out all duties and functions assigned to the position.
- d. Each department or agency designated in emergency plans shall be responsible for carrying out all designated duties and functions designated by the plan. Duties will include organization and training of assigned employees and volunteers. Each department shall formulate procedures to implement the plan for the organization.
- e. When a skill required for response or recovery from a declared emergency function is not available within local government, the Emergency Management Coordinator shall be authorized to seek assistance beyond local government resources.

### **Section 4. NO GOVERNMENTAL OR PRIVATE LIABILITY**

- a. This Ordinance is an exercise by Pasquotank County, Camden County, and the City of Elizabeth City of its governmental functions for the protection for the public peace, health, and safety, and neither agents nor representatives of same, or any individual, receiver, firm, partnership, corporation, association, or trustee, or any of the agents thereof in good faith carrying out, complying with or attempting to comply with any order, rule or regulation promulgated pursuant to the provisions of this Ordinance, shall be liable for any damage or injury sustained to persons or property as the result of said activity. Specifically, governmental immunity is not waived by Pasquotank County, Camden County and/or the City of Elizabeth City.
- b. Any person owning or controlling real estate or other premises who voluntarily and without compensation grants Pasquotank County, Camden County, and/or the City of Elizabeth City the right to inspect, designate and use the whole or any part or parts of such real estate or premises for the purpose of sheltering persons during an actual, impending or practice disaster situation shall not be civilly liable for the death of, or injury to, any persons on or about such real estate or premises under such license, privilege or other permission; or for loss of, or damage to, the property of any person.

### **Section 5. PLANNING RELATED TO SPECIAL FACILITIES**

- a. Special facilities are those institutions or organizations whose populations are dependent upon the institution for transportation or care.
- b. Special facilities are required to have a plan in place to be self-sufficient in an emergency that would require the evacuation of their facility due to a natural or technological disaster.
- c. These institutions include, but are not limited to, assisted living facilities, hospitals, schools (public and private), day-care centers, elderly centers, or other similar organizations.
- d. The institutions shall submit copies of their disaster plan to the Emergency Management Agency for review on an annual basis as defined by Pasquotank-Camden Emergency Management.

### **ARTICLE 3 – STATE OF EMERGENCY**

#### **Section 1. DELEGATION OF AUTHORITY TO DECLARE A STATE OF EMERGENCY**

- a. In the event of an existing or imminent emergency endangering the lives, safety, health and welfare of the people within Pasquotank County, Camden County or the City of Elizabeth City, or any part thereof, or threatening damages to or destruction of property, the Chairperson(s) of the Board of Commissioners and the City Mayor are hereby authorized and empowered under N.C.G.S. §166A-19.31 to issue a public declaration of the existence of such a state of emergency and, in order to more effectively protect the lives and property of people within the city and counties, to place in effect any or all of the restrictions and prohibitions hereinafter authorized. The Chairperson(s) and Mayor shall fully utilize all available emergency service and management agencies and shall consult with appropriate subject matter experts in deciding to issue a declaration and in determining the appropriate restrictions and prohibitions to impose during the term of any such declaration.
- b. In case of the absence or disability of the Chairperson(s) or Mayor, the Vice-Chairperson(s) of the Board of Commissioners, or Mayor Pro Tempore of Elizabeth City shall have and exercise all of the powers herein given the Chairperson(s).
- c. In case of the absence or disability of the Vice-Chairperson of the Board of Commissioners or Mayor Pro Tempore of Elizabeth City, the longest-serving Commissioner or City Council Member, or such other person as may be designated by the Board of Commissioners and City Council, shall have and exercise all of the powers herein given to the Chairperson and Mayor.

#### **Section 2. DECLARATION IMPOSING PROHIBITIONS AND RESTRICTIONS**

- a. The Chairperson of the Board of Commissioners of Pasquotank and Camden County and/or the City of Elizabeth City Mayor by proclamation may impose the prohibitions and restrictions specified in Sections 3 through 8 of this Ordinance in the manner described in those sections. The Chairperson(s)/Mayor may impose as many of the Emergency Management specified prohibitions and restrictions as he/she finds are necessary, because of an emergency, to maintain an acceptable level of public order and services; and to protect lives, safety, and property. The Chairperson(s)/Mayor shall recite his/her findings in the proclamation.
- b. The proclamation shall be in writing. The Chairperson(s)/Mayor shall take reasonable steps to give notice of the terms of the proclamation to those affected by it and shall post a copy of it in the respective County Courthouse and the City of Elizabeth City City Hall. The Chairperson(s)/Mayor shall send reports of the substance of the proclamation to the mass communications media which serves the affected area. The

Chairperson(s)/Mayor shall retain a text of the proclamation and furnish upon request certified copies of it.

- c. All prohibitions, restrictions, and amendments imposed by declaration pursuant to ordinances adopted under this section shall take effect in the emergency area immediately upon publication of the declaration, unless the declaration sets a later time. Publication shall include at minimum, posting of a signed copy of the declaration on both of these:
  - a. Websites of the County(s) and/or City
  - b. North Carolina Department of Public Safety WebEOC critical incident management system

### **Section 3. EVACUATION**

The Chairpersons(s) and/or Mayor may direct and compel the voluntary or mandatory evacuation of all or part of the population of the county or city; to prescribe routes, modes of transportation, and destination in connection with evacuation; and to control ingress and egress of a disaster area, the movement of persons within the area and the occupancy of premises therein. Details of the evacuation may be set forth or amended in a subsequent declaration which shall be well publicized and meets requirements of Article 3, section 2c.

### **Section 4. CURFEW**

- a. The declaration may impose a curfew prohibiting in certain areas and during certain periods the appearance in public of anyone who is not a member of an exempted class. The proclamation shall specify the geographical area or areas and the period during each 24-hour day to which the curfew applies.
- b. Unless otherwise specified in the proclamation, the curfew shall apply during the specified period each day until the Chairperson(s) and/or Mayor by declaration removes the curfew.

### **Section 5. RESTRICTION OF ACCESS TO AREAS**

- a. The proclamation may prohibit obtaining access or attempting to obtain access to any area, designated in the manner described in this section, in violation of any order, clearly posted notice, or barricade indicating that access is denied or restricted.
- b. Areas to which access is denied or restricted shall be designated by the Pasquotank or Camden County Sheriff, Elizabeth City Police Chief, his/her subordinates or other law enforcement officers when directed in the proclamation to do so by the Chairperson(s) and/or Mayor. When acting under this authority, the Sheriff(s) and/or Police Chief and his subordinates may restrict or deny access to any area, street, highway or location within the county or city if that restriction or denial of access or use is reasonably necessary to promote efforts being made to overcome the emergency or to prevent further aggravation of the emergency.
- c. During a declared emergency, and within the emergency area, the Sheriff of Pasquotank County, the Sheriff of Camden County, and the Police Chief of Elizabeth City are delegated authority to close streets, roads, highways, bridges, vehicular areas, or other areas ordinarily used for vehicular travel, except to the movement of emergency responders and other persons necessary for recovery from the emergency. When the Sheriff(s) or Police Chief so act, they are to provide prompt notification to the Emergency Operations Center.

### **Section 6. RESTRICTIONS ON ALCHOLIC BEVERAGES**



The declaration may prohibit the possession or consumption of any alcoholic beverage, including beer, wine, and spirituous liquor, other than on one's own premises. It may prohibit the transfer, transportation, sale, or purchase of any alcoholic beverage within the area of the county or city described in the declaration. The prohibition, if imposed, may apply to the transfer of alcoholic beverages by employees of alcoholic beverage control stores as well as by anyone else within the geographic area described.

#### **Section 7. RESTRICTIONS ON DANGEROUS WEAPONS AND SUBSTANCES**

The declaration may prohibit or restrict the possession, transportation, sale, purchase, storage, and use of gasoline and any dangerous weapon or substance, except for lawfully possessed firearms and ammunition.

a. "Dangerous weapon or substance" means:

1. Any item described as a "Dangerous weapon or substance" as defined in N.C.G.S. §14-288.1.
2. Any other instrument or substance that is capable of being used to inflict serious bodily injury or destruction of property when the circumstances indicate that there is some probability that such instrument or substance will be so used.
3. Any part or ingredient in any instrument or substance included above when the circumstances indicate a probability that such a part or ingredient will be so used.
4. "Firearm" has the same meaning as the term is defined in N.C.G.S. §14- 409.39(2).

#### **Section 8. OTHER RESTRICTIONS**

The following activities or conditions may be prohibited or restricted:

1. Movement of people in public places;
2. The operation of offices, business establishments, and other places to or from which people may travel or at which they may congregate;
3. Other activities or conditions the control of which may be reasonably necessary to maintain order and protect lives or property during the state of emergency within the area designated in the proclamation.

#### **Section 9. REMOVAL OF PROHIBITIONS AND RESTRICTIONS**

The Chairpersons and/or Mayor shall by declaration terminate the entire declaration of emergency or remove any of the prohibitions and restrictions when the emergency no longer requires them or when directed to do so by the Board of Commissioners or City Council. Requirements of publication in Article 3, section 2c must also be followed for termination.

#### **Section 10. SUPERSEDING AND AMENDING DECLARATIONS**

The Chairpersons and/or Mayor may, in their discretion, invoke the prohibitions and restrictions authorized by this article in separate declarations and may amend any declaration by means of an amendment to or superseding declaration. Requirements of publication in Article 3, section 2c must be followed for superseding and amending declarations.

#### **Section 11. TERRITORIAL APPLICABILITY**

The Pasquotank-Camden Emergency Management Agency shall perform emergency management, mitigation, preparedness, disaster response, and recovery functions within the territorial limits of both Camden and Pasquotank County to include the City of Elizabeth City, and, in addition, shall conduct such functions outside of such territorial limits as may be required pursuant to the provisions of North Carolina Statutes, mutual aid agreements, and in accordance with State and Pasquotank and Camden County comprehensive emergency management planning.

#### **Section 12. PENALTY FOR VIOLATION**

Except as provided in Section 7, any person violating any prohibition or restriction imposed by a proclamation authorized by this Ordinance shall be guilty of a Class 3 misdemeanor, punishable upon conviction by a fine not exceeding fifty-dollars (\$50.00) or imprisonment not exceeding 30 days, as provided by N.C.G.S. §14-4.

#### **Section 13. SEVERABILITY**

Should any provisions of this chapter be declared invalid for any reason by any court of competent jurisdiction, such declaration of invalidity shall not affect the validity of the provisions or of this ordinance as a whole.

#### **Section 14. ADOPTION**

Adopted and effective this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

#### **PASQUOTANK COUNTY**

\_\_\_\_\_  
Lloyd E. Griffin, III

Chairman, Pasquotank County Board of Commissioners

ATTEST:

\_\_\_\_\_  
Lynn B. Scott  
Clerk to the Board

(SEAL)

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

\_\_\_\_\_  
Finance Officer

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

Adopted and effective this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

**CAMDEN COUNTY**

\_\_\_\_\_  
**Ross B. Munro**

Chairman, Camden County Board of Commissioners

ATTEST:

\_\_\_\_\_  
 Karen Davis  
 Clerk to the Board

(SEAL)

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

\_\_\_\_\_  
 Finance Officer

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

Adopted and effective this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

**CITY OF ELIZABETH CITY**

\_\_\_\_\_  
**E. Kirk Rivers**

Mayor, City of Elizabeth City

ATTEST:

\_\_\_\_\_  
 April Onley  
 City Clerk

(SEAL)

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

\_\_\_\_\_  
 Finance Officer

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

Attachment: 2022 EMERGENCY MANAGEMENT ORDINANCE (Emergency Management Ordinance)



**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**New Business**

**Item Number:** 5.E  
**Meeting Date:** October 03, 2022  
**Submitted By:** Erin Burke,  
Administration  
Prepared by: Karen Davis

**Item Title** **Facility Rental Policy**

**Attachments:** 09-23-22 Facility Rentals (DOCX)  
Exhibit A - 9-23-22 (PDF)  
Resolution On Use of County's Facilities 9-20-22  
(DOCX)

County Manager memorandum and supporting documentation attached.





## MEMORANDUM

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To: Chair Munro & Commissioners  
From: Erin Burke, County Manager  
Date: September 23, 2022  
RE: Facility Rental Discussion

### BACKGROUND

The County has, in the past, offered facilities for rent at the Senior Center. The recent addition of the Community Rooms in the new building at the Administration Complex Site offer additional space for the public to use. To date, the new rooms have only been open to the public during library hours. There is demand for the spaces to be made available outside of the library hours. Staff, in consultation with the County Attorney, has been working to develop forms, policies, and facility fees associated with the use of these spaces.

### ANALYSIS

There is a need for meeting space in the County outside of typical business hours to support local government agencies, nonprofits, civic groups, and the residents of Camden County. Staff will complete the development of the room rental agreement, and use policy along with the fee schedule. Staff notes the fee schedule is to cover the expense of having the facility opened and locked, and the janitorial services for the facility. There will be a security deposit required for use of the space to allow for repairs in the event there is damage after an event.

Attachment: 09-23-22 Facility Rentals (Facility Rental Policy)

## EXHIBIT A

1. CITIZENSHIP REQUIREMENTS – Facilities available for use are limited to citizens and residents of Camden County and their legitimate invitees.
2. CROWD SIZE – No facility shall be used for any even that will exceed the number of persons the space is designed to accommodate, which number is posted on or within the space.
3. ALCOHOL AND FIREARMS - No alcohol or firearms are allowed in or around county facilities, This strict prohibition includes buildings, parking lots, lawns, and other open spaces.
4. POLITICAL MEETING – Although the use of facilities for political discussions, meetings, and presentations is permissible, no facility is available for any person, party, association, or gathering advocating for the violent overthrow of the governments of the United States, North Carolina, or Camden County.
5. NON-PROPRIETARY FUNCTION – The County may charge uniform fees for facility usage. However, the same shall be designed to cover governmental cost only. Nothing in this resolution shall be construed as authorization to offer for profit accommodation rentals so as to diminish the County's sovereign immunity.
6. SECURITY – Users shall be advised the County is not responsible, in any way, for event security.
7. ORDERLY USAGE – Profanity, vulgar speech, or conduct is prohibited at all times. Likewise, noise levels arising from the event shall not exceed those established by County ordinance as the same now exists or may be amended.

8. PETS AND ANIMALS – No pets or animals of any kind or description are permitted in the facility or surrounding area, excepting only service animals prescribed by licensed healthcare professionals.
9. NO COMMERCIAL ACTIVITY – Facilities are not available for private commercial activity, including but not limited to, product or service sales. Provided, however, the sale of goods or services is permissible if the proceeds of such are for the benefit of a charity, civic club, or organization such as the Boy Scouts, Girl Scouts, Rotary Club, 4-H Club, and the like. It is the intention of the Board to make space available for civic, political, educational, and social functions.
10. FEE SCHEDULE, DEPOSIT RENTAL PROCESSES – The County Manager, subject to the approval of this Board has the authority to develop a fee schedule and deposit requirements, from time to time, reflecting a cost only recovery for the county. Likewise, the Manager shall develop a uniform set of necessary forms, notices and processes to carry out the policy of this resolution.
11. AVAILABILITY – Facilities shall be available from 8 am to 9 pm, Monday through Friday, and 7am to 10pm on Saturdays and Sundays. Notwithstanding the preceding, no space shall be available on State or County holidays, nor any time period when County government is closed in time of disaster or emergency,
12. PYROTECHNICS, OPEN FLAMES, SMOKING – No use of pyrotechnics (fireworks), open flames (candles), or tobacco products (smoking) is permissible in the facility or surrounding open space such as parking lots and lawns.
13. SET UP AND CLEAN UP – Those persons or entities using the facility space are solely responsible for set up and clean up. Both of which must be fully accomplished on the

day of use. Whereby the space is returned to the condition it was in at the immediately prior to rental. This includes kitchens.





## RESOLUTION 2022-10-01

### A RESOLUTION OF THE CAMDEN COUNTY BOARD OF COMMISSIONERS ON CITIZEN USE OF COUNTY'S PUBLIC FACILITIES

WHEREAS, this Board finds as a fact Citizen use of County facilities is a worthwhile endeavor of County government; and

WHEREAS, the County has at least two facilities suitable for citizen use in the senior center and the library; and

WHEREAS, it is desirable that a uniform, nondiscriminatory policy be adopted by this Board to provide for citizen use while protecting County assets.

NOW, THEREFORE, this board does hereby adopt the regulations on citizen use attached hereto as exhibit "A".

Entered in open session this the 3rd day of October 2022, and documented by the signature of the Vice Chair this the \_\_\_\_\_ day of October 2022.

ATTEST:

\_\_\_\_\_  
Tiffney White, Vice Chair  
Camden County Board of Commissioners

\_\_\_\_\_  
Karen M. Davis  
Clerk to the Board

Attachment: Resolution On Use of County's Facilities 9-20-22 (Facility Rental Policy)



**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**New Business**

**Item Number:** 5.F  
**Meeting Date:** October 03, 2022  
**Submitted By:** Erin Burke,  
Administration  
Prepared by: Karen Davis

**Item Title** NCDOT Right-Of-Way Acquisition

**Attachments:** 09-23-22 NCDOT ROW Acquisition Request  
(DOCX)  
NCDOT Right-of-Way Acquisition(PDF)

County Manager memorandum, summary letter and supporting documentation attached.  
Recommendation: Set Public Hearing for November 7, 2022.



## MEMORANDUM

To: Chair Munro & Commissioners

From: Erin Burke, County Manager

Date: September 23, 2022

RE: NCDOT Right of Way Acquisition Request

### BACKGROUND

NCDOT presented to the Board of Commissioners at the July 2022 meeting. At that meeting upcoming projects were discussed. The widening of Old Swamp Road was one of the projects mentioned and NCDOT has begun the right-of-way acquisition portion of that project. The county owns a piece of property at intersection of Griffin and Old Swamp Road, highlighted in red in the map below. NCDOT proposes acquiring .013 acres from the county for \$1,175.00.



### ANALYSIS

Staff has reviewed this proposal in consultation with the County Attorney. The proposal supports the widening of a road frequently used by County residents. The widening project would allow for safer passage and use of the roadway.

### NEXT STEP

The Board of Commissioners will need to set a public hearing for the November meeting for the sale of real property to NCDOT for the widening of Old Swamp Road.

March 13, 2022

CAMDEN COUNTY  
P.O. BOX 190  
CAMDEN NC 27921

Project Name: Camden/Currituck – R-5717  
Parcel No.: 65  
PIN 017090007020890000  
Address: 402 OLD SWAMP RD

Dear Property Owner:

The North Carolina Department of Transportation (NCDOT) has re-started the above referenced highway improvement project and has begun the process of purchasing land and easements for the widening of State Route 1223/1224 (Old Swamp Road) & State Route 1218/1227 (South Mills Road) from South Mills, NC to Moyock, NC. A portion of your property has been identified as being necessary for the construction of this highway improvement.

NCDOT has contracted with O. R. Colan Associates (ORC), to administer the Right-of-Way Acquisition for the project. ORC had started this project back in 2019, but the project was put on hold. Due to this, either you or a previous owner may have already been contacted by ORC in the past. Due to staff changes, ORC will have new representatives working this project. One (1) of the following ORC staff members will be working with you:

- Jacob Burnette – (704) 936-9993 - [jburnette@orcolan.com](mailto:jburnette@orcolan.com)
- David Gourley – (336) 486-7243 - [dgourley@orcolan.com](mailto:dgourley@orcolan.com)
- Jeremy Robertson – (404) 680-4755 - [jrobertson@orcolan.com](mailto:jrobertson@orcolan.com)


ORC will contact you to arrange an appointment to meet with you and discuss this project in detail. To assist us in reaching you, we have included a contact information sheet, along with a self-addressed stamped envelope. We ask that you please complete this document and mail it back to our office so we will have your current contact information on file. You may also email your contact info to Gwen Walters at [gwalters@orcolan.com](mailto:gwalters@orcolan.com).

We sincerely appreciate your time in this important matter, and we look forward to contacting you soon.

Sincerely,

Attachment: NCDOT Right-of-Way Acquisition (Set Public Hearing - NCDOT Right-Of-Way Acquisition)



 Matthew  
Starling,  
O. R. Colan Associates, LLC  
Project Manager

O.R. Colan Associates, LLC 7005 Shannon Willow Road, Suite 100 O: 704.944.1405 www.orcolan.com Charlotte, NC 28226 F:  
704.529.3120

Revenue Stamps \$ \_\_\_\_\_

DEED FOR HIGHWAY RIGHT OF WAY

THIS INSTRUMENT DRAWN BY Michelle Pittman CHECKED BY David Gourley

The hereinafter described property ☐ Does ☒ Does not include the primary residence of the Grantor

RETURN TO: Michelle Pittman, Division R/W Agent, NCDOT  
230 NC 42 West  
Ahoskie, NC 27910

NORTH CAROLINA  
COUNTY OF Camden  
TAX PARCEL  
017090007020890000

TIP/PARCEL NUMBER: R-5717 065  
WBS ELEMENT: 50213.2.1  
ROUTE: Widening of SR 1223/1224  
(Old Swamp Road)/SR  
1218/1227 (South Mills Road)

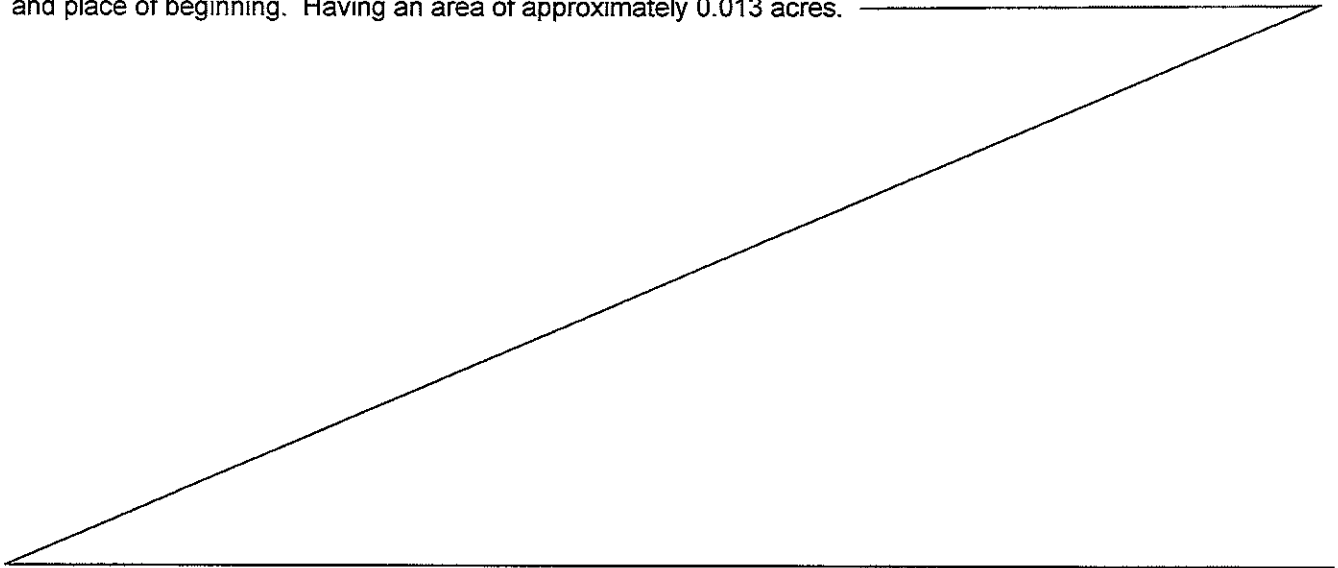
THIS FEE SIMPLE DEED, made and entered into this the \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_  
by and between County of Camden, a Municipal Corporation  
PO Box 190  
Camden, NC 27921

hereinafter referred to as GRANTORS, and the Department of Transportation, an agency of the State of North Carolina, 1546 Mail Service Center, Raleigh, NC 27611, hereinafter referred to as the Department;

WITNESSETH

That the GRANTORS, for themselves, their heirs, successors, and assigns, for and in consideration of the sum of \$ \_\_\_\_\_ agreed to be paid by the DEPARTMENT to the GRANTORS, do hereby give, grant and convey unto the DEPARTMENT, its successors and assigns, in FEE SIMPLE that certain property located in South Mills Township, Camden County, North Carolina, which is particularly described as follows:

Point of beginning being S 67°29'5.7" W, 42.577 feet from -L- 161+00 thence to a point on a bearing of S 66°20'27.5" E 4.097 feet thence along a curve 59.970 feet and having a radius of 697.399 feet. The chord of said curve being on a bearing of N 10°34'27.5" E, a distance of 59.952 feet thence to a point on a bearing of N 8°6'39.0" E 75.684 feet thence to a point on a bearing of N 68°28'13.5" W 4.694 feet thence to a point on a bearing of S 7°34'11.0" W 69.998 feet thence along a curve 65.656 feet and having a radius of 665.000 feet. The chord of said curve being on a bearing of S 10°23'53.3" W, a distance of 65.629 feet returning to the point and place of beginning. Having an area of approximately 0.013 acres. \_\_\_\_\_



COUNTY: Camden WBS ELEMENT: 50213.2.1 TIP/PARCEL NO.: R-5717 065

IN ADDITION, and for the aforesaid consideration, the GRANTORS further hereby convey to the DEPARTMENT, its successors and assigns the following described areas and interests:

Permanent Utility Easement described as follows:

Point of beginning being N 8°49'33.5" W, 119.045 feet from -L- Sta 161+00 thence to a point on a bearing of N 68°28'13.5" W 32.194 feet thence to a point on a bearing of N 82°25'49.0" W 10.757 feet thence to a point on a bearing of S 7°34'11.0" W 15.000 feet thence to a point on a bearing of S 82°25'49.0" E 27.000 feet thence to a point on a bearing of S 5°52'16.2" E 64.532 feet thence to a point on a bearing of N 7°34'11.0" E 69.998 feet returning to the point and place of beginning. Having an area of approximately 0.022 acres.

Said Permanent Utility easement in perpetuity is for the installation and maintenance of utilities, and for all purposes for which the DEPARTMENT is authorized by law to subject same. The Department and its agents or assigns shall have the right to construct and maintain in a proper manner in, upon and through said premises a utility line or lines with all necessary pipes, poles and appurtenances, together with the right at all times to enter said premises for the purpose of inspecting said utility lines and making all necessary repairs and alterations thereon; together with the right to cut away and keep clear of said utility lines, all trees and other obstructions that may in any way endanger or interfere with the proper maintenance and operation of the same with the right at all times of ingress, egress and regress. It is understood and agreed that the Department shall have the right to construct and maintain the cut and/or fill slopes in the above-described Permanent Utility Easement area(s). It is further understood and agreed that Permanent Utility Easement shall be used by the Department for additional working area during the above described project. The underlying fee owner shall have the right to continue to use the Permanent Utility Easement area(s) in any manner and for any purpose, including but not limited to the use of said area for access, ingress, egress, and parking, that does not, in the determination of the Department, obstruct or materially impair the actual use of the easement area(s) by the Department of Transportation, its agents, assigns, and contractors.

Temporary Construction Easement described as follows:

Point of beginning being S 67°29'5.7" W, 42.577 feet from -L- Sta 161+00 thence along a curve 65.656 feet and having a radius of 665.000 feet. The chord of said curve being on a bearing of N 10°23'53.3" E, a distance of 65.629 feet thence to a point on a bearing of N 5°52'16.2" W 64.532 feet thence to a point on a bearing of S 3°32'24.9" W 114.132 feet thence to a point on a bearing of S 8°1'34.5" W 13.354 feet thence to a point on a bearing of S 66°20'27.5" E 4.005 feet returning to the point and place of beginning. Having an area of approximately 0.019 acres.

It is understood and agreed that the Department shall have the right to construct and maintain the cut and/or fill slopes in the above described area(s) until such time that the property owners alter the adjacent lands in such a manner that the lateral support of the cut and/or fill slopes are no longer needed. Any additional construction areas lying beyond the beyond the right of way limits and beyond any permanent easement areas will terminate upon completion of the project. The underlying fee owner shall have the right to continue to use the Temporary Easement area(s) in any manner and for any purpose, including but not limited to the use of said area for access, ingress, egress, and parking, that does not, in the determination of the Department, obstruct or materially impair the actual use of the easement area(s) by the Department of Transportation, its agents, assigns, and contractors.

This deed is subject to the following provisions only:

The undersigned property owners request that the Department enter upon our lands outside the right of way to the extent necessary for the reconnection of our driveway and we will have no further claim as a result of said reconnection.

The property hereinabove described was acquired by the GRANTORS by instrument(s) recorded in the Camden County Registry in Deed Book 157 Page 432.

The final right of way plans showing the above described right of way are to be certified and recorded in the Office of the Register of Deeds for said County pursuant to N.C.G.S. 136-19.4, reference to which plans is hereby made for purposes of further description and for greater certainty.

The Grantors acknowledge that the project plans for Project # 50213.2.1 have been made available to them. The Grantors further acknowledge that the consideration stated herein is full and just compensation pursuant to Article 9, Chapter 136 of the North Carolina General Statutes for the acquisition of the said interests and areas by the Department of Transportation and for any and all damages to the value of their remaining property; for any and all claims for interest and costs; for any and all damages caused by the acquisition for the construction of Department of Transportation Project # 50213.2.1, Camden County, and for the past and future use of said areas by the Department of Transportation, its successors and assigns for all purposes for which the said Department is authorized by law to subject the same.

TO HAVE AND TO HOLD the aforesaid premises and all privileges and appurtenances thereunto belonging to the DEPARTMENT, its successors and assigns in FEE SIMPLE, or by easement as indicated, for

FRM7-A

Page 2 of 4

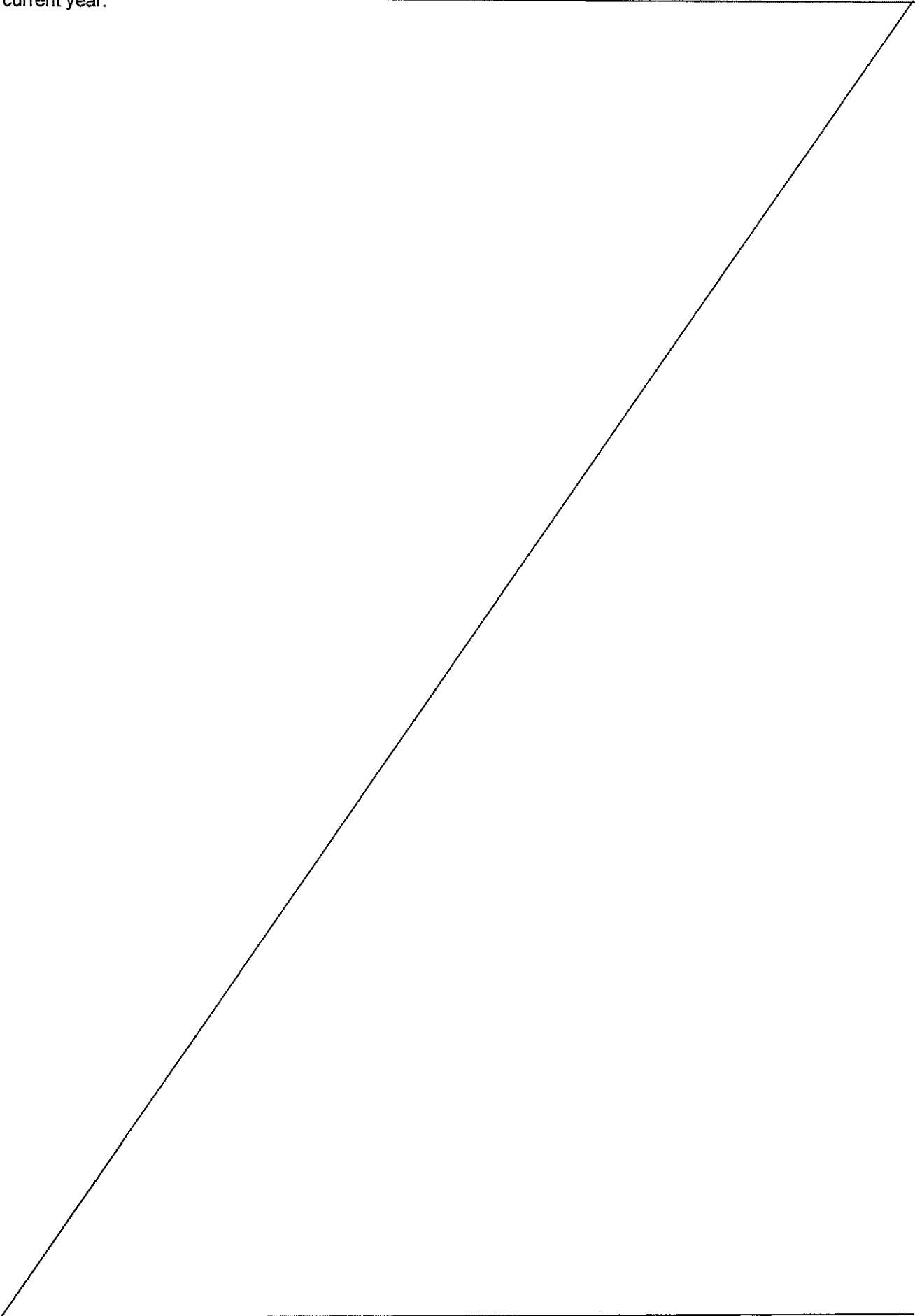
Revised 02/17/15

Attachment: NCDOT Right-of-Way Acquisition (Set Public Hearing - NCDOT Right-Of-Way Acquisition)

COUNTY: Camden    WBS ELEMENT: 50213.2.1    TIP/PARCEL NO.: R-5717 065

the past, present and future use thereof and for all purposes which the said Department is authorized by law to subject the same.

And the GRANTORS covenant with the DEPARTMENT, that the GRANTORS are seized of the premises in fee simple, have the right to convey the same in fee simple, or by easement as indicated, that the title thereto is marketable and free and clear of all encumbrances, and that the GRANTORS will warrant and defend the title against the lawful claims of all persons whomsoever except for the exceptions hereinafter stated. Title to the property hereinabove described is hereby conveyed subject to the following exceptions: Restrictive covenants and easements of record, government regulations, and the lien of property taxes for the current year.



Attachment: NCDOT Right-of-Way Acquisition (Set Public Hearing - NCDOT Right-Of-Way Acquisition)



COUNTY: Camden WBS ELEMENT: 50213.2.1 TIP/PARCEL NO.: R-5717 065

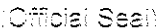
IN WITNESS WHEREOF, the GRANTORS have hereunto set their hands and seals (or if corporate, has caused the instrument to be signed in its corporate name by its duly authorized officers and its seal to be hereunto affixed by authority of its Board of Directors) the day and year first above written.

This instrument does not transfer the herein described interests unless and until this document is accepted by an authorized agent of the Department of Transportation.

County of Camden, a Municipal Corporation

\_\_\_\_ (SEAL)

BY: \_\_\_\_\_ (Clerk)

	North Carolina, _____ County
	I, _____, a Notary Public for _____ County, North Carolina, certify that
	_____ personally came before me this day and acknowledged that he/she is the CLERK of the Camden _____ COUNTY BOARD OF COMMISSIONERS, and that
	by authority duly given, the foregoing instrument was signed in its name by its CHAIRMAN of the Camden _____ COUNTY BOARD OF COMMISSIONERS, sealed with its corporate seal, and attested by _____ as its CLERK.
	Witness my hand and official seal this the _____ day of _____, 20 ____.
	_____ Notary Public
	My commission expires: _____

Attachment: NCDOT Right-of-Way Acquisition (Set Public Hearing - NCDOT Right-Of-Way Acquisition)

# SUMMARY STATEMENT/CONTINGENT OFFER TO PURCHASE REAL PROPERTY DUE TO THE ACQUISITION OF RIGHT OF WAY AND DAMAGES

TO: County of Camden  
PO Box 190  
Camden, NC 27921

DATE: \_\_\_\_\_  
TO: Lessee, if Applicable

TIP/PARCEL NO.: R-5717 065  
COUNTY Camden WBS ELEMENT: 50213.2.1  
DESCRIPTION: Widening of SR 1223/1224 (Old Swamp Road)/SR 1218/1227 (South Mills Road)

Dear Property Owner:

The following contingent offer of just compensation is based on the fair market value of the property and is not less than the approved appraised value for the appropriate legal compensable interest or interests. The approved value disregards any increase or decrease in the fair market value of the property acquired due to influence caused by public knowledge of this project. The contingent offer of just compensation is based on an analysis of market data, comparable land sales, and, if applicable, building costs in the area of your property. **Please retain this form as it contains pertinent income tax information.**

Value of Right of Way to be Acquired	\$ <u>400.00</u>
Value of Permanent Easements to be Acquired	\$ <u>600.00</u>
Value of Temporary Easement (Rental of Land) to be Acquired	\$ <u>175.00</u>
Value of Improvements to be Acquired	\$ <u>N/A</u>
Damages, if any, to Remainder	\$ <u>N/A</u>
Benefits, if any, to Remainder	minus \$ <u>N/A</u>
<b>TOTAL CONTINGENT OFFER</b>	<b>\$ <u>1,175.00</u></b>

The total contingent offer includes all interests other than leases involving Federal Agencies and Tenant owned improvements.

(A) Description of the land and effects of the acquisition

Subject property described in Deed Book 157, page 432, Camden County Registry, contains approximately 1.00 acres of which 0.013 acres is being acquired as right of way, leaving 0.987 acres remaining on the left with access to Old Swamp Road and Griffin Road. Also being acquired is a permanent utility easement containing approximately 0.022 acres and a temporary construction easement containing approximately 0.019 acres.

(B) The TOTAL CONTINGENT OFFER includes payment for the improvements and appurtenances described below:  
N/A

Provided there is sufficient time remaining in the project schedule, you may repurchase these improvements for a retention value, with the stipulation that you remove them from the acquisition area at no expense to the Department.

(C) Should you desire to sell the Department the portion of your property considered to be an uneconomic remnant or buildable lot, as explained to you by the Right of Way Agent, the total contingent offer would be: \$ N/A

Please note that any contingent offer to purchase a remnant/buildable lot is conditioned upon the remnant/buildable lot being environmentally clean prior to the conveyance to the Department. You may be required to provide the Department with a release from the appropriate environmental agency stating that all contaminants have been remediated and/or removed to their standards.

The original of this form was handed/mailed, if out of state owner, to Camden on Sept 16 20 22. Owner was furnished a copy of the Right of Way Brochure/Owner's Letter.

I will be available at your convenience to discuss this matter further with you. My telephone number is (336) 486-7243

Please be advised that the agent signing this form is only authorized to recommend settlement to the North Carolina Department of Transportation, and any recommended settlement is not a binding contract unless and until accepted by the North Carolina Department of Transportation by its formal execution of documents for conveyance of Right of Way Easements, and/or other interests.

(Signed)

David Gourley  
David Gourley - Right of Way Agent



**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Board Appointments**

**Item Number:** 6.A

**Meeting Date:** October 03, 2022

**Submitted By:** Tim White, Parks & Recreation Director  
Parks & Recreation  
Prepared by: Karen Davis

**Item Title** Parks & Recreation Advisory Board

**Attachments:**

**Summary:**

It is the request of Parks & Recreation Director Tim White that Donald Kophazy be appointed to the Parks & Recreation Advisory Board.

**Recommendation:**

Approval.



**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Board Appointments**

**Item Number:** 6.B

**Meeting Date:** October 03, 2022

**Submitted By:** Erin Burke,  
Administration  
Prepared by: Karen Davis

**Item Title** **Senior Tar Heel Legislature**

**Attachments:** Appointment Request- Dianne Meiggs (PDF)  
D.Meiggs App Camden (PDF)

Appointment request letter and application attached.





September 19, 2022

Erin Burke  
County Manager  
County of Camden  
PO Box 190  
Camden, NC 27921

CAMDEN

CHOWAN

CURRITUCK

DARE

GATES

HYDE

PASQUOTANK

PERQUIMANS

TYRRELL

WASHINGTON

COLUMBIA

CRESWELL

DUCK

EDENTON

ELIZABETH CITY

GATESVILLE

HERTFORD

KILL DEVIL HILLS

KITTY HAWK

MANTEO

NAGS HEAD

PLYMOUTH

ROPER

SOUTHERN SHORES

WINFALL

Dear Ms. Burke:

**Senate Bill 479 (G.S. 143 B-181.55)** enacted on July 24, 1993 authorized creation of the Senior Tar Heel Legislature to provide information and education to senior citizens on the legislative process and matters being considered by the NC General Assembly. This body of individuals is made up of a Delegate and Alternate from each of the 100 counties in the State of North Carolina. The STHL meets three (3) times per year within the State to discuss and advocate for issues or legislation effecting the senior population in North Carolina, additionally, they receive updates from the Governor's office and the Division of Aging and Adult Services (DAAS) on special initiatives or programs throughout the state.

Lynne McLain currently serves as **Camden County's** STHL Delegate. Alternate Delegates are extremely important for the county to ensure the older adults of **Camden County** are well represented in Raleigh.

I am requesting that **Camden County** considering appointing Dianne Meiggs as the Alternate Delegate to serve on the Senior Tar Heel Legislature, representing **Camden County**. Ms. Meigg's contact information is below:

Dianne Meiggs  
320 Country Club Road  
Camden, NC 27921  
(252)340-0113

Travel expenses are paid by the county, which includes mileage, hotel stay for one night and meals, three times per year. The Area Agency on Aging will transport members from our Hertford office as needed. If this poses a problem for the county, please feel free to contact me to discuss further.

Attachment: Appointment Request- Dianne Meiggs (Senior Tar Heel Legislature)

I hope that you will agree that Ms. Meiggs would serve as a great advocate for older adults residing in your county. I am requesting that the Board of Commissioners consider appointing Ms. Meiggs as the Senior Tar Heel Legislature Alternate for Camden County. I believe that Ms. Meiggs would serve the county well in this capacity. Should you have any questions, please feel free to contact me via e-mail at [jwilson@accog.org](mailto:jwilson@accog.org) or via telephone at 252-426-8244.

Most sincerely,



Jasmine S. Wilson, Aging Program Contract Specialist  
Albemarle Commission Area Agency on Aging

Attachment: Appointment Request- Dianne Meiggs (Senior Tar Heel Legislature)



# North Carolina Senior Tar Heel Legislature Application

The North Carolina Senior Tar Heel Legislature (NCSTHL) was authorized by the North Carolina General Assembly to assess the needs of older citizens, promote citizen involvement and advocacy concerning aging issues, and provide information and education to older adults on legislative process and matters being considered by the NCGA. The NCSTHL develops recommendations to present to the North Carolina General Assembly for consideration. Each county appoints one delegate to the NCSTHL for a two-year term. Many also appoint an alternate.

## Qualifications

- 60 years of age or older and resides in the county in which they serve
- Genuine interest and concern for older adults in NC
- Maintains an email account for communication
- Commitment and time to meet the expectations of this position

## Expectations

- Attend regional and state orientation
- Attend up to six regional meetings per year and three statewide meetings per year, which may require travel
- Participate in virtual committee meetings and information sessions (up to twice monthly)
- Provide information to county aging planning committees and participate in meetings upon request
- Participate on senior center certification site team visits (one to five times during a five-year period, depending on the number of certified centers in county)
- Respond to phone calls and emails within 3 business days
- Maintain a strong relationship with other STHL representative in the county and consult on matters requiring a vote
- Learn about the aging network, funding, and issues affecting older adults in NC by attending relevant meetings, speaking with older adults in the community, reading relevant emails, etc.
- Provides information to the public in the county on relevant issues through informational booths, group presentations, community forums, legislator forums, newspaper articles, radio shows, etc.
- Advocate with public officials regarding NCSTHL's legislative priorities on behalf of older adults
- Network with other members of the NCSTHL

## Attestation

By completing this application form and signing below, you agree to meet the expectations of this position to the best of your ability.

SIGNATURE: \_\_\_\_\_

*Dianne H Meiggs*

DATE: \_\_\_\_\_

*09.06.22*



# Application Form

## General Information

Name of Candidate: Dianne Meiggs Phone Number: 252-340-0113

Mailing Address: 320 Country Club Road Camden, NC 27921

County of Residence: Camden Date of Birth: 07-19-1954

E-mail Address: dhm320@gmail.com

Employment Status: ☐ Working Full-time ☐ Working Part-time ☒ Retired

If Employed: Name of Employer: \_\_\_\_\_

Work Title: \_\_\_\_\_

*If not a self-nomination, please provide the following information about the nominator:*

Name: Laura Jolley Phone Number: 252-335-2569

E-mail Address: ljolley@camdencountync.com

## Education

Highest Level of Education: ☐ High School-GED ☐ Associates ☐ Bachelors  
☒ Masters ☐ post-Graduate

## Professional Licenses Held (if applicable):

NA

## Question:

1. Meetings are held during the day. Will this create any conflict?

NO

2. Why do you want to serve on the NCSTHL? If nominating someone else, why do you feel they should serve?

I am interested in representing the senior citizens of Camden county. My education background will be beneficial in sharing information with the county and at the stat level.



3. Describe candidate's experience and knowledge relative to issues affecting older adults:

Living in a small community it has become a goal of mine to become active in finding resources for senior citizens. My educational background will be an asset for the commission

4. Describe candidate's participation in groups or organizations for older adults and in councils or committees which advise or oversee programs which have an impact on older persons:

I serve as the person responsible for sponsors on the Camden Festival Committee. I am a member of the Camden Senior Center. I am currently working on the Camden Heritage Festival. I was instrumental in organizing the indoor pickleball sponsored by the recreation department for 40+ adults.

5. Describe any special skills or attributes which would enhance candidate's effectiveness as a member of the NCSTHL:

I am a retired educator and have extensive experience at the local and state level.

Attachment: D.Meiggs App Camden (Senior Tar Heel Legislature)

**Attachments** (optional: resume, curriculum vitae, or bio):



Supported by NCDHHS DAAS



**Dianne Hawkins Meiggs**  
 320 Country Club Road, Camden, North Carolina 27921  
 252.340.0113

#### **EDUCATION**

##### **MA in Educational Administration/Supervision**

East Carolina University, Greenville NC

##### **MA in Middle Grades Education-Science**

East Carolina University, Greenville NC

##### **BS in Education**

Findlay University, Findlay OH

#### **EMPLOYMENT**

##### **Assistant Superintendent of Human Resources and Auxiliary Services**

July 2013

Retired 2016

- Responsible for District Personnel Department
- Supervisor of Transportation, Maintenance, Child Nutrition
- Coordinated Beginning Teacher Program
- Assured compliance of all evaluation requirements and BOE Policies
- Developed marketing plan to retain and recruit employees
- District level hearing/compliance officer

##### **Professional Development Consultant for Department of Public Instruction**

Jan 2012-13

##### **Northeast Regional Leader**

- Professional Development Lead for Race to the Top national initiative
- Developed materials and trained NC Educators in subject area curriculum, Education Evaluation System, and testing accountability programs

##### **Principal Hertford Grammar School, Perquimans County Schools**

July 2006-12

##### **Regional Facilitator Mathematics and Science Partnership**

2000-06

##### **National Science Foundation Initiative**

- Plan, organize, implement, and evaluate professional development in mathematics and science for low achieving districts in North Carolina, South Carolina, and Virginia

##### **Educational Leader for Elizabeth City Pasquotank Public Schools**

1983-2000

- Assistant Principal River Road Middle School, PW Moore Elementary School
- District Environmental Education Coordinator- Albemarle-Pamlico Estuarine Study
- Secondary and Middle Grades Science Teacher

##### **Director of Public Relations and Special Programs for Community Action Commission** 1976-1983

- Administrator of Family Planning Clinics in four county region
- Director of Woman's Infant and Children's Program
- Coordinator of Senior Transportation
- Director of Public Relations

## HONORS AND AWARDS

Co-President of Northeast Professional Administrators of North Carolina  
 Region I Northeast North Carolina Principal of the Year  
 Perquimans County Principal of the Year  
 NC Super Safe School Award  
 State of North Carolina Soil and Water Conservation Teacher of the Year  
 Albemarle Soil and Water Conservation Teacher of the Year  
 Elizabeth City Junior Woman's Club Teacher of the Year  
 Elizabeth City Junior High Teacher of the Year  
 North Carolina Earth Science Teacher of the Year  
 Jaycees Outstanding Young Educator

## GRANTS AND PROFESSIONAL DEVELOPMENT

Z. Smith Reynolds Foundation Grant-*Leadership for Administrators*  
 Albemarle Pamlico Estuarine Study Grant-*Environmental Education*  
 BRIGHT IDEAS Grant-*Bringing the Outdoors In To the Classroom*  
 Alternative Energy Cooperation Mini Grant  
 NC Department of Public Instruction IMPACT Grant Recipient  
 NC Science Teachers Association Innovative Curriculum Grant- *We TEACH*  
 LEARN NC-Teaching online Courses-3.0 CEU  
 NC Falcon Formative Assessment Trainer-3.0 CEU  
 NC Education Evaluation Systems (NCEES) Certified Trainer  
 Marzano Instructional Practices Trainer  
 EVAAS Trainer

## PUBLICATIONS

Meiggs. Hawkins Dianne, ***"FLORA AND FAUNA", "AQUEOUS", and "ENVIROMENTAL ACTIVITIES OF THE ALBEMARLE-PAMLICO ESTUARIES"***. Estuarine and Environmental Science Curriculum Modules are for elementary children and teachers. The modules emphasize what wetlands are, why they are important to our survival, and what each individual can do to protect the estuaries of North Carolina.

Dianne Hawkins Meiggs



**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Board Appointments**

**Item Number:** 6.C  
**Meeting Date:** October 03, 2022  
  
**Submitted By:** Karen Davis, Clerk to the Board  
Board of Commissioners  
Prepared by: Karen Davis

**Item Title**                      **ABC Board**

**Attachments:**

It is the request of General Manager Durward Medlin that Wayne Walston and Michael McLain be reappointed to the ABC Board for an additional term.





**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Consent Agenda**

<b>Item Number:</b>	7.A
<b>Meeting Date:</b>	October 03, 2022
<b>Submitted By:</b>	Karen Davis, Clerk to the Board Board of Commissioners Prepared by: Karen Davis
<b>Item Title</b>	<b>BOC Meeting Minutes</b>
<b>Attachments:</b>	bocminutes_083122 (DOCX) bocminutes_090622 (DOCX)

**Camden County Board of Commissioners  
Special Called Meeting  
August 31, 2022; 6:00 PM  
Camden Public Library Community Room  
118 Hwy 343 North**

**MINUTES**

A duly noticed Special Called Meeting of the Camden County Board of Commissioners was held on August 31, 2022 at 6:00 PM in the Community Room of the Camden Public Library in Camden, North Carolina. The purpose of the meeting was to discuss a Request for Qualifications for the County Administration Complex and a potential lobbyist contract.

Call to Order

The meeting was called to order by Chairman Ross Munro at 6:00 PM. Also Present: Vice-Chair Tiffney White, Commissioners Tom White, Clayton Riggs and Randy Krainiak. Administration Staff Present: County Manager Erin Burke and Clerk to the Board Karen Davis.

Request for Qualifications

- Library completed in June.
- Long-term plan for the Administration campus was to have two additional facilities: one to house Administrative offices, Tax, Planning & Water; one to house a gymnasium and Senior Center with kitchen facilities, office space for Parks & Recreation.
- Prior preliminary drawings currently outdated due to the construction of the Library which also includes Board of Commissioners meeting space.
- Staff recommends starting again with a new Request for Qualifications which can be done at no cost other than time required for completion the draft and then review of those that are submitted. (3-4 month process) The County will not be obligated until a contract is entered into for services.
- According to the Capital Improvement Plan, Phase II includes the Administration Building and the Recreation Center.

Commissioner Tom White agreed that a redesign is necessary due to changes that took place with the construction of the new library, especially since it won't cost the County anything to enter into the RFQ process.

Commissioner Krainiak agreed with Commissioner White in that this would position the County to be prepared to move forward when the time is right to do so.

Chair Munro reiterated that the RFQ process is at no cost to the County but preliminary planning is important.

Commissioner Riggs stated that in the original plan the entire Campus was to be built at one time but due to costs, it was cut back to a phased project.

Commissioner Tom White made a motion to move forward with the Request for Qualifications.

County Manager Burke requested clarification as to whether to draft the RFQ with the option of two phases.

Commissioner Tom White stated that could be a possibility to keep options open, depending upon construction costs and interest rates.

No vote was taken, but it was decided by consensus to move forward with the Request for Qualifications process.

Consideration of Lobbyist

- County Manager Burke and Chair Munro recently met with former Senator Bob Steinburg and Jackson Stancil in regard to entering into a contract for lobbying services on behalf of the County.
- Senator Steinburg is not eligible to enter into a contract until February 2023 but may recruit clients prior to that time.
- Senator Steinburg is offering a two-year contract at \$36,000 per year.
- Examples of where the County could potentially benefit from lobbying services include Emergency Medical Services and funds for infrastructure.

Chair Munro stated that \$40,000 had been set aside for an economic developer and remains unused and that one ambulance secured by Senator Steinburg would more than cover the expense of the lobbying contract.

Commissioner Tom White stated that he is in favor of a potential contract in that Senator Steinburg has been in Raleigh for a long time and has a lot of contacts.

Commissioner Riggs stated that he is in favor to a one-year trial and then reevaluate based on performance.

After a brief discussion and by consensus, the County Manager was directed to pursue the possibility of a one-year contract.

There being no further matters for discussion Chair Munro adjourned the meeting at 6:25 PM.

ATTEST:

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Ross B. Munro, Chair  
Camden County Board of Commissioners

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Karen M. Davis  
Clerk to the Board

Attachment: bocminutes\_083122 (BOC Meeting Minutes)

**Camden County Board of Commissioners  
September 6, 2022  
Regular Meeting – 7:00 PM  
Camden Public Library Boardroom  
118 Hwy 343 North**

**MINUTES**

A Regular Meeting of the Camden County Board of Commissioners was held on September 6, 2022 in the boardroom of the Camden Public Library in Camden, North Carolina.

**CALL TO ORDER**

The meeting was called to order by Chairman Ross Munro at 7:00 PM. Also Present: Vice-Chair Tiffney White, Commissioners Tom White, Clayton Riggs and Randy Krainiak. Administration Staff Present: County Manager Erin Burke and Clerk to the Board Karen Davis.

**INVOCATION & PLEDGE OF ALLEGIANCE**

Rev. William Sawyer gave the invocation and the Board led in the Pledge of Allegiance.

**ITEM 1. CONSIDERATION OF AGENDA**

**Motion to approve the agenda as presented.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Tom White
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak

**ITEM 2. CONFLICT OF INTEREST DISCLOSURE STATEMENT**

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

**ITEM 3. PUBLIC COMMENTS**

Kay Banks included the following in her remarks to the Board:

- Opposition to the purchase of property on Highway 158 for the new high school site.
- Concerns in regard to overdevelopment (Keeter Barn Landing, Wharf Landing – Phase II, Camden Plantation, South Mills Landing, a total of 2,500 potential dwellings)
- The purchase of 987 acres of farmland (*The Ponderosa*) that borders Highway 17 North and extends to the Currituck County Line that could potentially add to further development.
- The impact of development to County services such as water/sewer, emergency services, solid waste and especially schools.
- Proceed with moving forward on the new high school.
- Concerns in regard to the UDO and its impact on growth in the County.
- Place a moratorium on development to relieve the overburden on the schools until the new school is built.

Travis Elmore spoke in opposition to the purchase of property on Highway 158 as a possible site for the new high school.

Chairman Munro clarified that at the August meeting the property on Highway 158 was voted down and no longer under consideration for the new high school and that the only piece of property under consideration for the new high school is the site adjacent to the current school site on 343.

Mr. Elmore added that the Board should move forward on the new school with urgency and he agreed with Mrs. Banks' remarks.

Chairman Munro stated that the Board follows the rules and the laws provided by the state and that a moratorium cannot be set on development. He stated that individuals have a right to buy property and do with it as they see fit as long as the laws of the State and the County UDO are followed. Mr. Munro issued a challenge to the citizens to



convince farmers to designate portions of land as Conservation for the development of a green belt within the county.

Jason Banks issued a challenge to the commissioners to change the UDO to decrease density in development throughout the county, which would in turn increase green space.

Chairman Munro responded that the UDO creates different spaces throughout the county which in turn creates areas that are greater in density, as well as areas that have less density. He maintained that everyone should have the right to come to Camden County, not just those who can afford 10-acre lots.

Mr. Banks urged the Board to look at areas where the UDO can be changed to prevent continued overburden on the County.

#### **ITEM 4. PRESENTATIONS**

##### **A. Employee Recognition – Beverly Fonville**

Staff reaching milestone employment anniversaries were presented with service year pins.

##### **South Camden Water & Sewer District Board of Directors**

The Chairman recessed 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.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Clayton Riggs
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak

##### **New Business**

##### **A. Monthly Report – Chuck Jones**

South Camden Water & Sewer Board Monthly Work Order Statistics Report Period: July 2022				
	Submitted Work Orders	Completed Work Orders	Percentage Completed	Status of Uncompleted Work Orders
Water/Distribution	120	120	100%	0
Sewer/Collection	1	1	100%	0

New Services installed:

Locates:

Water Line: 73

Sewer Line: 13

Water & Sewer, same ticket: 11

Hydrant flow test: 0

Public Works Director Notes/Comments:

Ten work orders have been reviewed for accuracy.

Water treated at the water treatment plant in July: 16 539 150 gallons

Daily average water usage for July: 533 521 gallons

Current treatment capacity at the water treatment plant: 720 000

Water line break 7-7-2022 Upton and Mandy Ln: 16-inch line from the water plant split. Eastern Carolina Construction completed repairs. The county bought 98,000 gallons of water from Elizabeth City.

Water line break 7-17-2022 North 343: 14-inch water line that serves the north end of the county broke. Repairs were made by staff with the assistance of South Mills Water and Currituck County. Water loss of approximately 4000,000 gallons.

**2022 High Service Pump Flows**

Month	Monthly Total	Average Daily Use
January 2022	13,953,480	.450,112
February 2022	12,060,970	.430,749
March 2022	15,633,430	.504,304
April 2022	15,880,820	.529,361
May 2022	17,173,570	.553,986
June 2022	17,025,900	.567,530
July 2022	16,539,150	.533,521
August 2022		
September 2022		
October 2022		
November 2022		
December 2022		
Yearly Totals		

**2022 SMWA USAGE**

Date	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1	144,900	172,000	140,200	153,634	279,000	194,300	202,100					
2	144,900	139,600	125,000	153,633	185,300	173,600	202,100					
3	159,600	151,000	130,600	153,633	170,500	195,134	202,100					
4	161,500	162,167	149,000	161,200	139,000	195,133	183,900					
5	131,500	162,167	149,000	153,700	139,000	195,133	158,800					
6	136,200	162,167	149,000	124,800	148,434	177,100	163,000					
7	130,734	46,500	143,600	141,800	148,433	178,700	24,600					
8	130,733	35,800	144,900	149,000	148,433	156,600	118,567					
9	130,733	32,300	120,400	149,000	150,100	196,000	118,567					
10	66,220	35,300	153,900	149,000	155,900	185,434	118,567					
11	34,500	36,634	138,434	145,000	139,600	185,433	165,800					
12	25,500	36,633	138,433	149,300	133,800	185,433	157,100					
13	129,800	36,633	138,433	146,500	159,067	190,200	147,300					
14	41,467	138,500	146,600	135,300	159,067	163,600	158,500					
15	41,467	140,500	95,600	163,100	159,067	161,000	135,533					
16	41,466	131,000	202,400	163,100	175,600	145,000	135,533					
17	4,280	35,300	138,100	163,100	168,000	204,300	135,533					
18	40,300	3,844	149,700	142,600	191,700	204,300	0					
19	105,400	3,843	149,700	141,200	181,000	204,300	214,400					
20	109,000	3,843	149,700	136,700	221,700	193,200	144,700					
21	156,234	38,200	140,500	132,400	221,700	187,600	164,000					
22	156,233	40,500	142,100	180,700	221,700	136,000	196,867					
23	156,233	165,900	121,500	180,700	191,400	131,900	196,867					
24	139,400	133,500	118,400	180,700	156,300	184,834	196,867					
25	126,300	136,634	150,334	178,800	137,100	184,833	162,800					
26	145,200	136,633	150,333	160,600	146,900	184,833	170,500					
27	87,590	136,633	150,333	145,500	164,367	164,700	139,300					
28	151,867	138,000	142,400	161,500	164,367	171,000	157,900					
29	151,867		136,300	139,650	164,367	178,400	173,233					
30	151,866		122,600	139,650	231,900	210,600	173,233					
31	166,100		148,200		196,500		173,233					
TOTAL	3,499,090	2,591,731	4,375,700	4,575,500	5,349,302	5,418,600	4,791,500					
Average	112,874	92,562	141,152	152,517	172,558	180,620	154,565					
Maximum	166,100	172,000	202,400	180,700	279,000	210,600	214,400					

SOUTH CAMDEN WATER & SEWER DISTRICT MONTHLY WATER REPORT													
month	active meters	work orders	locates	new serv	gallons sold	tap fees	total collected	gallons sold	sewer collected	sewer cust	gallons sold	sewer collected	sewer cust
					meters			meters	Core	Core	meters	S. Mills	S. Mills
					water			sewer			sewer		
								Core			S. Mills		
2021													
January	2,229	102	107	1	14,409,048	\$8,000.00	\$129,184.92	527,020	\$7,987.76	54	291,760	\$3,098.79	88
February	2,232	87	108	3	12,472,543	\$28,000.00	\$160,585.13	551,050	\$8,593.99	54	228,970	\$3,738.52	89
March	2,240	86	152	1	12,047,251	\$12,000.00	\$150,411.28	503,510	\$8,656.06	54	208,440	\$3,597.83	89
April	2,251	65	139	5	14,759,968	\$66,833.00	\$192,635.30	565,960	\$9,257.62	54	201,240	\$3,348.69	89
May	2,256	88	115	2	15,271,509	\$4,000.00	\$141,268.11	617,470	\$9,195.13	54	322,120	\$3,572.33	90
June	2,261	101	92	2	15,376,790	\$4,000.00	\$153,214.83	523,050	\$9,215.37	54	261,700	\$3,274.74	89
July	2,272	87	104	0	14,246,240	\$98,967.00	\$243,922.11	500,330	\$9,368.09	54	236,290	\$3,936.63	90
August	2,276	89	125	4	17,838,990	\$4,000.00	\$139,706.73	531,930	\$7,445.29	54	455,480	\$4,238.87	90
September	2,283	120	92	3	13,813,320	\$16,000.00	\$174,303.27	619,170	\$7,978.48	54	418,660	\$3,268.90	90
October	2,287	95	81	0	14,815,201	\$0.00	\$127,114.75	1,196,860	\$9,904.44	54	315,360	\$3,746.87	90
November	2,293	72	39	2	13,763,517	\$3,500.00	\$145,643.68	770,130	\$16,643.68	54	264,430	\$6,370.61	90
December	2,298	86	58	0	13,930,906	\$0.00	\$145,160.49	761,500	\$12,600.22	54	286,870	\$4,002.82	89
2022													
January	2,298	90	108	0	13,739,659	\$4,000.00	\$136,306.83	555,880	\$11,704.03	55	244,676	\$3,781.90	89
February	2,299	108	82	0	12,108,415	\$2,500.00	\$135,512.42	589,080	\$9,851.08	55	234,674	\$3,980.47	89
March	2,275	90	77	1	12,047,251	\$65,667.00	\$194,073.56	503,510	\$7,234.28	54	237,641	\$3,557.94	87
April	2,320	82	91	5	22,574,098	\$8,000.00	\$117,609.55	716,960	\$10,988.75	54	257,949	\$3,588.01	88
May	2,328	95	71	1	13,617,980	\$16,000.00	\$160,306.33	674,480	\$13,045.03	54	269,770	\$3,335.55	89
June	2,334	126	91	2	16,466,975	\$35,700.00	\$166,905.67	624,410	\$8,810.69	56	267,930	\$3,404.49	88
July	2,339	121	97	1	16,136,579	\$500.00	\$142,712.18	542,530	\$11,113.40	56	253,630	\$3,135.85	91

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 Locates	Hydrant Flow Test	New Svc Installed
2021										
July	87	100%	0%	85	2	83	14	7	0	0
August	89	100%	0%	88	1	105	19	1	0	2
Sept	120	100%	0%	119	1	77	15	0	0	3
Oct	95	100%	0%	93	0	64	15	2	0	0
Nov	72	100%	0%	72	0	37	0	2	0	2
Dec	86	100%	0%	85	1	43	8	7	0	0
2022										
Jan	90	100%	0%	89	1	96	6	6	0	0
Feb	108	100%	0%	108	0	73	5	4	0	0
March	90	100%	0%	89	1	64	7	6	0	1
April	82	100%	0%	81	1	74	13	4	0	5
May	95	100%	0%	94	1	58	11	2	0	1
June	127	100%	0%	126	1	87	8	4	0	2
July	121	100%	0%	120	1	73	13	11	0	1

Commissioner Riggs stated the importance of hydrant flow testing. Mr. Jones responded that testing will begin soon.

Chairman Munro requested that maps be updated to include current placement and location of hydrants.

**Motion to approve the monthly report as presented.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Tiffany White
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Tiffany White, Randy Krainiak

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

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Clayton Riggs
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Tiffany White, Randy Krainiak

The Chairman adjourned the South Camden Water & Sewer Board of Directors and reconvened the Board of Commissioners.

## ITEM 5. PUBLIC HEARINGS

### A. Zoning Map Amendment – Amber Curling

#### Motion to open the public hearing for a zoning map amendment.

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Tom White
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Tiffany White, Randy Krainiak

Waverly Sawyer has requested a zoning map amendment for approximately 1 acre from the Highway Commercial Zoning District to the Neighborhood Residential Zoning District. The 1-acre parcel at 872 NC Hwy 343 is located in the South Mills Township.

The proposed zoning change is consistent with the CAMA Future Land Use Map, which has the majority of the property identified as Low Density Residential.

The proposed zoning change is inconsistent with the County's Comprehensive Future Land Use Map which identifies the parcels as Rural Preservation.

The neighborhood meeting was held on April 12, 2022. On August 17, 2022 the Planning Board unanimously recommended approval of the rezoning request.

<b>STAFF REPORT</b> <b>UDO# 2022-08-10</b> <b>Zoning Map Amendment</b> <b>for Sawyer Property on HWY 343 N</b>																
<b>Project Information:</b> <b>File Reference:</b> 2022-08-10 <b>Project Name:</b> N/A <b>PIN:</b> 01-8907-00-43-8620-0000 <b>Applicant:</b> Waverly M. Sawyer <b>Address:</b> 117 Ilwaco Drive Camden, NC, 27921 <b>Phone:</b> 252-202-2882 <b>Email:</b> waverly702@gmail.com <b>Agent for Applicant:</b> same as above <b>Address:</b> same as above <b>Current Owner of Record:</b> Waverly M. Sawyer and Linda B. Sawyer <b>Meeting Dates:</b> April 12, 2022 <b>Neighborhood Meeting</b> August 17, 2022 <b>Planning Board Meeting</b>	<b>Application Received:</b> August 10, 2022 <b>By:</b> Amber Curling, Planning <b>Application Fee paid:</b> Waived <b>Completeness of Application:</b> Application is generally complete <b>Documents received upon filing of application or otherwise included:</b> A. Rezoning Application B. Decd C. GIS Aerial, Current zoning, Comprehensive Plan Future Land Use and CAMA Land Use Plan Suitability Maps D. Neighborhood Meeting Comments E. Zoning Comparison: Highway Commercial (HC) to Neighborhood Residential (NR)															
<b>Request:</b> Waverly Sawyer is requesting a Zoning Map Amendment per Article 151.2.3.30 of the Unified Development Ordinance for approximately 1 plus acres from Highway Commercial (HC) to Neighborhood Residential (NR) zoning district. <b>Location Description:</b> The 1-acre parcel is located at 872 NC Hwy 343 N. The parcel ID for 872 Hwy 343 N is 01-8907-00-43-8620-0000. The parcel is located in South Mills Township.																
<b>Rezoning from Highway Commercial Zoning District (151.3.6.5):</b> 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. <b>Rezoning to Neighborhood Residential Zoning District (151.3.5.5):</b> The Neighborhood Residential (NR) district serves as a transition district from the rural and suburban portions of the County to areas proximate to village centers and major commercial corridors. The district is intended to accommodate single-family detached homes in a neighborhood setting at moderate densities. Mobile and manufactured homes on individual lots, conservation subdivisions, and agricultural uses are limited in order to preserve the district's neighborhood character. Manufactured homes are not allowed on lots within 5,280 linear feet of a village center boundary. The district's 40,000-square-foot minimum lot area may be reduced when lots are within one mile of a designated village center boundary and served by public sewer. District regulations discourage uses that interfere with the development of residential neighborhoods or that are detrimental to the district's single-family detached neighborhood character.																
<b>SITE DATA</b> <b>Size of Lots:</b> Approximately 1 plus acre <b>Flood Zone:</b> X <b>Zoning District(s):</b> Highway Commercial (HC) <b>Existing Land Uses:</b> Residential																
<b>Adjacent Zoning &amp; Uses:</b> <table border="1"> <thead> <tr> <th></th> <th>Northeast</th> <th>Northwest</th> <th>Southwest</th> <th>Southeast</th> </tr> </thead> <tbody> <tr> <td><b>Zoning</b></td> <td>Working Lands (W1)</td> <td>Highway Commercial (HC)</td> <td>Working Lands (W1)</td> <td>Working Lands (W1)</td> </tr> <tr> <td><b>Use</b></td> <td>Farmland</td> <td>Farmland</td> <td>Farmland Residential Lot</td> <td>Farmland</td> </tr> </tbody> </table>			Northeast	Northwest	Southwest	Southeast	<b>Zoning</b>	Working Lands (W1)	Highway Commercial (HC)	Working Lands (W1)	Working Lands (W1)	<b>Use</b>	Farmland	Farmland	Farmland Residential Lot	Farmland
	Northeast	Northwest	Southwest	Southeast												
<b>Zoning</b>	Working Lands (W1)	Highway Commercial (HC)	Working Lands (W1)	Working Lands (W1)												
<b>Use</b>	Farmland	Farmland	Farmland Residential Lot	Farmland												
<b>Proposed Use(s)</b> – The proposed use is residential. <b>History of property:</b> Ordinance No. 2019-10-01 rezoned a total of 10 acres which included the 1 plus acre parcel from Working Lands to Highway Commercial. The purpose of this rezoning was due to existing business and future plan. The 1-acre site was previously used as a business, but is currently a residential use.																

Attachment: bocminutes\_090622 (BOC Meeting Minutes)



Goal when Reviewing of Zoning Regulations in accordance with the Camden County Land Use Plans is to make sure the project is designed to:

- to lessen congestion in the streets;
- to secure safety from fire, panic, and other dangers;
- to promote health and the general welfare;
- to provide adequate light and air;
- to prevent the overcrowding of land;
- to avoid undue concentration of population; and
- to facilitate the adequate provision of transportation, water, sewage, schools, parks and other public requirements

#### INFRASTRUCTURE & COMMUNITY FACILITIES

**Water:** Water lines are located adjacent to property along Hwy 343 N

**Sewer:** Sewer line located adjacent to property along Hwy 343 N

**Fire District:** South Mills Fire District

**Schools:** Proposed rezoning may have an impact on Schools

**Traffic:** Proposed rezoning may have on traffic

#### SPECIFIC CAMA LAND USE QUESTIONS TO CONSIDER:

##### 1. Does Camden County need more land in the zoning class requested?

In the appropriate location Neighborhood Residential (NR) zoning district works well. Neighborhood Residential Zoning represents 3.08% Camden and 1.69% in South Mills Township, 2.47% in the Courthouse Township, 5.97% in the Shuloh Township.

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

There is other land in the County which is currently zoned as Neighborhood Residential (NR) or which could be rezoned as such and not be in conflict with the CAMA Future Land Use Plan or the 2035 Comprehensive Plan. However, the surrounding properties are residential homes, farmland and church.

##### 3. Is the request in accordance with the Camden County land use plan?

The request is inconsistent with the Comprehensive and CAMA Future land use plans.

##### 4. Will the request have serious impact on traffic circulation, parking space, sewer and water services, other utilities?

The proposed zoning uses should not have an impact on all public services. The use will change from commercial to residential.

##### 5. Will the request have an impact on other county services, including police protection, fire protection or the school system?

The proposed zoning uses should not have an impact on all public services.

##### 6. Is there a good possibility that the request, as proposed, will result in lessening the enjoyment or use of adjacent properties?

All permitted uses in the requested zoning classification should not lessen the enjoyment or use of any adjacent properties.

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

All uses permitted in the requested zoning classification should not cause any serious noise, odors, light activity, or unusual disturbances.

##### 8. Does the request raise serious legal questions such as spot zoning, hardship, violation of precedents, or need for this type of use?

There does not appear to be any serious legal concerns related to spot zoning, hardship, or violation or precedents.

##### 9. Does the request impact any CAMA Areas of Environmental Concern?

The request does not impact a CAMA Area of Environmental Concern.

#### CONSISTENCY with PLANS and MAPS

##### 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 CAMA Future Land Use Map has the property identified as Low Density Residential (on lots 1 acre or greater). Neighborhood Residential (NR) zoning permits a minimum lot area of 40,000 square feet, which is less than 1 acre.

##### 2035 Comprehensive Plan

Consistent ☐ Inconsistent ☒

The County's Comprehensive Future Land Use Map (Adopted 2012) shows the parcel to be Rural Preservation. Rural Preservation promotes the continued use of working lands and protection of environmentally sensitive lands from more intense development. The Plan also states Rural Preservation to be very low residential use with a maximum density of one dwelling unit per 5-acres. The Neighborhood Residential (NR) zoning permits a minimum lot size of 40,000 square feet, which is less than 1-acre in area.

##### Comprehensive Transportation Plan

Consistent ☒ Inconsistent ☐

Property abuts NC Hwy 343 N

##### Other Plans officially adopted by the Board of Commissioners

N/A

#### Summary:

The proposed zoning map amendment is inconsistent with the 2005 CAMA Future Land Use Plan which has the property identified as Low Density Residential (on 1-2 acre lots).

The proposed zoning map amendment is inconsistent with the 2012 County's Comprehensive Future Land Use Map which has the property identified as Rural Preservation (on 5 plus acre lots).

#### Recommendation:

The Planning Board on August 17<sup>th</sup>, 2022 voted unanimously to recommend approval of the Rezoning Application.

Planning Staff supports the Planning Board recommendation for the approval of the Rezoning Application Ordinance 2022-09-01 (UDO 2022-08-10) of the 872 Hwy 343 parcel from Highway Commercial to Neighborhood Residential.

Public Comments – None.

Motion to close the public hearing.

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Ross Munro
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak

**Motion to add the zoning map amendment to the agenda.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Ross Munro
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak





**Motion that:**

- The requested zoning change is inconsistent with Comprehensive Future Land Use Maps which identify the property as Rural Preservation, Residential use with a maximum density of one dwelling unit per 5 acres. The requested zoning change is consistent with the CAMA Future Land use Plan which identifies the majority of the property as Low Density Residential.

**AND**

- To approve the Ordinance 2022-09-01 / Rezoning Application (UDO 2022-08-10) for the parcel of property located at 872 NC Highway 343 North, approximately 1.5 acres, from Highway Commercial to Neighborhood Residential. The requested zoning change is consistent with current use of the property and will bring the property in compliance with the Unified Development Ordinance.

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Ross Munro
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak

 <p style="text-align: center;">Ordinance No. 2022-09-01</p> <p style="text-align: center;"><b>An Ordinance Amending the Camden County Zoning Map Camden County, North Carolina</b></p> <p><b>Article I. Purpose</b></p> <p>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 revised February 4, 2019 and subsequently amended.</p> <p><b>Article II. Amendment to Zoning Map</b></p> <p>The Official Zoning Map of Camden County, North Carolina, which was adopted on December 20, 1993, and revised February 4, 2019 and subsequently amended, is hereby amended as follows:</p> <p>The parcels of property currently shown in the Camden County Tax Assessor's Office as PIN 01-8907-00-43-8620-0000 from Highway Commercial (HC) to Neighborhood Residential (NR).</p> <p><b>Article III. Penalty</b></p> <ol style="list-style-type: none"> <li>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.</li> <li>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</li> </ol>	<p>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.</p> <ol style="list-style-type: none"> <li>This Ordinance may also be enforced by any appropriate equitable action.</li> <li>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.</li> <li>Any one, all or any combination of the foregoing penalties and remedies may be used to enforce this Ordinance.</li> </ol> <p><b>Article IV. Severability</b></p> <p>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.</p> <p><b>Article V. Effective Date</b></p> <p>This Ordinance is effective upon adoption.</p> <p>Adopted by the Board of Commissioners for the County of Camden this 6th day of September, 2022.</p> <p>ATTEST:</p> <p> Ross B. Munro, Chairman Camden County Board of Commissioners</p> <p> Karen M. Davis Clerk to the Board</p> 
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**ITEM 6. NEW BUSINESS****A. Tax Report – Lisa Anderson**

<b><u>MONTHLY REPORT OF THE TAX ADMINISTRATOR TO THE CAMDEN COUNTY BOARD OF COMMISSIONERS</u></b>		
<b><u>OUTSTANDING TAX DELINQUENCIES BY YEAR</u></b>		
<b><u>YEAR</u></b>	<b><u>REAL PROPERTY</u></b>	<b><u>PERSONAL PROPERTY</u></b>
2021	198,442.61	12,309.89
2020	87,050.71	4,627.40
2019	53,160.64	2,758.53
2018	19,295.37	1,365.93
2017	12,140.74	1,809.88
2016	8,052.66	1,221.02
2015	6,661.95	689.62
2014	9,060.15	1,028.28
2013	6,527.53	4,694.65
2012	5,558.29	7,231.80

TOTAL REAL PROPERTY TAX UNCOLLECTED	405,950.65
TOTAL PERSONAL PROPERTY UNCOLLECTED	37,737.00
TEN YEAR PERCENTAGE COLLECTION RATE	99.47%
COLLECTION FOR 2022 vs. 2021	13,358.41 vs. 15,373.38
<b><u>LAST 3 YEARS PERCENTAGE COLLECTION RATE</u></b>	
2021	97.80%
2020	98.85%
2019	99.28%

<b><u>EFFORTS AT COLLECTION IN THE LAST 30 DAYS</u></b>	
<b><u>ENDING July 2022</u></b>	
<b><u>BY TAX ADMINISTRATOR</u></b>	
<u>142</u>	NUMBER DELINQUENCY NOTICES SENT
<u>39</u>	FOLLOWUP REQUESTS FOR PAYMENT SENT
<u>4</u>	NUMBER OF WAGE GARNISHMENTS ISSUED
<u>5</u>	NUMBER OF BANK GARNISHMENTS ISSUED
<u>25</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>0</u>	NUMBER OF JUDGMENTS FILED

## 30 Largest Unpaid – Real

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
R	02-8923-00-19-3774.0000	12,086.44	1	NMJ PROPERTIES LLC	CAMDEN	431 158 US W
R	01-8929-00-34-2503.0000	8,338.03	1	STONEBRAR COMMERCIAL FINANCE	SOUTH MILLS	301 JAPONICA DR
R	02-8943-01-17-4388.0000	7,745.40	1	THOMAS REESE	CAMDEN	HORSESHOE RD
R	01-7989-00-01-1714.0000	6,166.42	10	CHARLES MILLER HEIRS	SOUTH MILLS	187 C THOMAS POINT RD
R	03-8975-00-23-2253.0000	6,036.09	1	ABODE OF CAMDEN, INC.	SHILOH	146 158 US W
R	02-8934-01-18-8072.0000	5,795.45	1	ARNOLD AND THORNLEY, INC.	CAMDEN	158 US E
R	02-8935-02-66-7093.0000	5,656.38	1	B. F. ETHERIDGE HEIRS	SOUTH MILLS	HORSESHOE RD
R	01-7979-00-61-7358.0000	4,906.97	1	BERT LLC	CAMDEN	257 A OLD SWAMP RD
R	01-7999-00-62-3898.0000	4,705.66	1	MICHAEL ASKEW	CAMDEN	112 158 US W
R	02-8934-01-29-4517.0000	4,687.31	1	JAMES B. SEYMOUR ETAL	CAMDEN	168 BUSHILL RD
R	02-8945-00-41-2060.0000	4,649.77	1	LASELL ETHERIDGE SR. HEIRS	SHILOH	172 NECK RD
R	03-8962-00-05-0472.0000	4,590.46	1	FRANK MCILLILIAN HEIRS	SHILOH	115 COOKS LANDING RD
R	03-8943-02-75-4196.0000	4,471.07	1	SHERRILL M PRICE JR	SHILOH	1330 343 HWY N
R	03-8972-00-54-4332.0000	4,328.17	1	GILBERT WAYNE OVERTON &	CAMDEN	670 343 HWY N
R	02-8916-00-39-5170.0000	4,144.46	1	DONALD RAY JONES	SHILOH	503 SAILBOAT RD
R	03-9809-00-24-8236.0000	3,948.55	1	GENE W IRBY	CAMDEN	142 STANLEY LN
R	03-8973-00-53-0748.0000	3,727.87	1	MORRIS L. KIGHT III	SHILOH	237 PALMER RD
R	02-8954-00-43-8538.0000	3,614.32	1	BILLY ROSS FEREBEE	SHILOH	104 HIGH RD
R	03-8909-00-23-4988.0000	3,268.68	1	WANDA H WELLS	CAMDEN	238 COUNTRY CLUB RD
R	02-8934-04-72-0416.0000	3,235.88	1	PAULINE JETTE	CAMDEN	195 COUNTRY CLUB RD
R	02-8934-03-31-9750.0000	3,176.60	1	CAROLYN MCDANIEL	SHILOH	WICKHAM RD
R	03-8962-00-67-1021.0000	2,912.38	1	CECIL BARNARD HEIRS	CAMDEN	WINDY HEIGHTS DR
R	02-8943-01-06-9013.0000	2,880.31	1	JEWEL H. DAYENPORT	SHILOH	352 SANDY HOOK RD
R	03-8965-00-37-4242.0000	2,853.28	1	DORA EVANS FORBES	SHILOH	169 RAYMONS CREEK RD
R	03-8961-00-68-3593.0000	2,835.12	1	EDWARD LANE MOORE	SHILOH	LAMBS RD
R	02-8936-00-23-4750.0000	2,769.92	1	AARON DARNELL CHAMBLEE ET AL	SHILOH	HOLLY RD
R	03-8966-00-23-5682.0000	2,766.66	10	SEAMARK INC.	CAMDEN	100 CATALAN DR
R	03-8990-00-17-3938.0000	2,710.50	1	KARL L ADCOCK	CAMDEN	402 COUNTRY CLUB RD
R	02-8943-01-36-0958.0000	2,510.55	1	TABATHA LYNN HUACUZ	SHILOH	214 HORSESHOE RD
R	01-7979-00-94-6193.0000	2,423.34	1	HERSEY LYN BARBER	SOUTH MILLS	

## 30 Oldest Unpaid - Real

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
R	01-7989-00-01-1714.0000	10	6,166.42	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8962-00-04-9097.0000	10	2,912.38	CECIL BARNARD HEIRS	SHILOH	NECK RD
R	03-8965-00-37-4242.0000	10	2,853.28	DORA EVANS FORBES	SHILOH	352 SANDY HOOK RD
R	03-8829-00-45-2682.0000	10	2,766.66	SEAMARK INC.	SHILOH	HOLLY RD
R	03-8952-00-95-8737.0000	10	2,151.92	AUDREY TILLETTE	SHILOH	171 NECK RD
R	01-7988-00-31-0179.0001	10	2,077.02	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	195 BUNKER HILL RD
R	01-7989-00-32-3510.0000	10	1,954.13	LEAH BARCO	SOUTH MILLS	108 CAMDEN AVE
R	03-8943-04-93-8214.0000	10	1,892.64	L. P. JORDAN HEIRS	SHILOH	165 BUNKER HILL RD
R	01-7999-00-12-8596.0000	10	1,879.21	MOSES MITCHELL HEIRS	SOUTH MILLS	STINGY LN
R	01-7091-00-64-6569.0000	10	1,809.51	CLARENCE D. TURNER JR.	SOUTH MILLS	117 OTTERS PL
R	01-7080-00-62-1977.0000	10	1,157.52	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	113 BOURBON ST
R	02-8936-00-24-7426.0000	10	851.94	BERNICE PUGH	CAMDEN	116 BLOODFIELD RD
R	01-7989-04-60-1568.0000	10	847.68	EMMA B. HEIRS	SOUTH MILLS	105 BLOODFIELD RD
R	01-7989-04-60-1554.0000	10	827.30	CHRISTINE RIDDICK	SOUTH MILLS	117 GRIFFIN RD
R	01-7090-00-60-5052.0000	10	814.52	JOE GRIFFIN HEIRS	SOUTH MILLS	1352 343 HWY N
R	01-7989-04-90-0938.0000	10	765.22	DORIS EASON	SHILOH	499 SAILBOAT RD
R	03-9809-00-24-6322.0000	10	657.69	DAVID L. KIRBY	CAMDEN	IVY NECK RD
R	02-8955-00-13-7846.0000	10	585.88	MARIE MERCER	SHILOH	HIBISCUS RD
R	03-8899-00-36-1568.0000	10	463.73	PETER BUTSAVAGE	SHILOH	457 NECK RD
R	03-8962-00-55-5300.0000	10	427.31	OCTAVIA COPELAND HEIRS	SHILOH	CAMDEN POINT RD
R	03-8980-00-61-1568.0000	10	381.59	WILLIAMSBERG VACANTION	SHILOH	SAILBOAT RD
R	03-9809-00-60-5052.0000	10	303.70	RODNEY STEVEN SPIVEY &	SHILOH	OLD SWAMP RD
R	01-7090-00-95-5262.0000	10	297.16	JOHN F. SAWYER HEIRS	SHILOH	SAILBOAT RD
R	03-9809-00-66-0120.0000	10	286.40	RANDELL CRIDER	SHILOH	218 BROAD CREEK RD
R	03-8980-00-84-0931.0000	10	285.84	CARL TEUSCHER	CAMDEN	BOURBON ST
R	02-8936-00-25-7407.0000	10	220.95	CHARLIE RUDOLPH CHAMBLEE	SHILOH	CENTERPOINT RD
R	03-9809-00-45-1097.0000	10	203.59	MICHAEL OBER	SHILOH	WICKHAM RD
R	03-8962-00-60-7648.0000	10	189.72	FRANK WRIGHT ETAL	SHILOH	HIBISCUS RD
R	03-8899-00-37-0046.0000	10	149.93	ELIZABETH LONG	SHILOH	LITTLE CREEK RD
R	03-9809-00-17-2462.0000	10	138.36	TODD ALLEN RIGGS	SHILOH	

## 30 Largest Unpaid – Personal

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
V	0001709	1,207.54	5	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
V	0001104	1,148.60	3	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
V	0000295	1,126.07	3	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
V	0002941	1,083.89	1	BARKER'S TRUCKING, INC	SHILOH	108 SASSAFRAS LN
V	0001046	562.79	10	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
V	0001072	534.66	10	PAM BUNDY	SHILOH	105 AARON LN
V	0000297	522.02	1	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN
V	0001681	504.70	10	STEVE WILLIAMS	CAMDEN	150 158 HWY W
V	0001721	457.37	1	CINDY WAYO	SOUTH MILLS	106 BINGHAM RD
V	0002182	449.91	1	ACADEMI TRAINING CENTER LLC	MOYOCK	850 PUDDIN RIDGE RD
V	0001230	411.11	10	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
V	0003721	396.00	1	JIMMY'S TRUCKING & HAULING LLC	CAMDEN	127 TRAFTON RD
V	0003099	392.76	1	AARON M BROWN	SHILOH	108 CHERRY BLOSSOM WAY
V	0003192	382.04	1	ROBERT JESSE-ALDERMAN HUDGINS	CAMDEN	409 343 HWY N
V	0003559	365.94	1	BENNY FARRELL TUCKER	ELIZABETH CITY	152 158 US W
V	0003405	355.61	3	JOHN R BARKER	SHILOH	108 SASSAFRAS LN
V	0001538	311.90	10	JEFFREY EDWIN DAVIS	CAMDEN	431 158 US W
V	0000738	310.39	1	DIANE L. NOBLE	CAMDEN	152 158 US W
V	0003513	307.42	10	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
V	0003537	282.06	1	JULIE PORTER	CAMDEN	343 HWY N
V	0003208	279.87	1	NATHAN MARC SEBURA	CAMDEN	113 PALMER RD
V	0003075	271.52	1	RICKY W JOHNSON	CAMDEN	186 B BUSHILL RD
V	0000945	255.21	1	PATRICK WAYNE BAUM	CAMDEN	238 SLEEPY HOLLOW RD
V	0001894	243.90	1	RAMONA F. TAZEWELL	CAMDEN	150 158 HWY W
V	0001952	241.65	10	THOMAS B. THOMAS HEIRS	CAMDEN	319 FONDEROSA RD
V	0003773	238.91	10	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	197 HERMAN ARNOLD RD
V	0003415	231.08	1	SEVAN NERO BARTLETT	CAMDEN	224 NORTH RIVER RD
V	0002565	228.97	1	IVY MIRANDA BOGUES	CAMDEN	204 POND RD
V	0002565	222.92	1	STEPHANIE AUSMAN	SHILOH	612 MAIN ST
V	0001106	203.87	10	JAMI ELIZABETH VANHORN	SOUTH MILLS	



## 30 Oldest Unpaid – Personal

Roll	Parcel Number	YrsDltg	Unpaid Amount	Taxpayer Name	City	Property Address
0001709		10	1,207.54	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
0001046		10	562.79	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
0001072		10	534.66	PAM BUNDY	SHILOH	105 AARON DR
0001681		10	504.70	STEVE WILLIAMS	CAMDEN	150 158 HWY W
0001230		10	411.11	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
0001538		10	311.90	JEFFREY EDWIN DAVIS	CAMDEN	431 158 US W
0000738		10	307.42	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
0001694		10	241.65	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
001952		10	238.91	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
0001106		10	203.87	JAMI ELIZABETH VANHORN	SOUTH MILLS	612 MAIN ST
0001827		10	148.15	KAREN BUNDY	CAMDEN	431 158 US W
0002295		6	1,126.07	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
0000770		6	134.40	NARSHA GAIL BOGUES	CAMDEN	276 BELCROSS RD
0000385		6	121.17	MARK SANDERS OVERMAN	SHAWBORO	116 GARRINGTON ISLAND
0002921		6	120.68	CYNTHIA MAE BLAIN	SOUTH MILLS	122 DOCK LANDING LOOP
0001104		6	1,148.60	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
0000945		5	243.90	RAMONA P. TRZEWELL	CAMDEN	239 SLEEPY HOLLOW RD
0002442		5	200.37	GERALD WHITE STALLS JR	SOUTH MILLS	116 CHRISTOPHERS WAY
0002468		5	178.15	WANDA HERNANDEZ WELLS	SHILOH	104 HIGH RD
0002968		5	165.22	MICHAEL WILLIAM MAINELLO	SOUTH MILLS	237 KEEPER BARN RD
0001150		5	136.45	WILLIAM MICHAEL STONE	CAMDEN	130 MILL DAM RD S
0001689		5	125.28	MICHAEL WAYNE MYERS	SOUTH MILLS	107 ROBIN DR
0002902		4	222.92	STEPHANIE AUSMAN	SHILOH	204 FOND RD
0001512		4	167.69	JOHN WESLEY BURGESS, JR.	CAMDEN	431 158 USY W
0000297		3	522.02	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN
0003559		3	365.94	BENNY FARRELL TUCKER	ELIZABETH CITY	152 158 US W
0003405		3	355.61	JOHN R. BARKER	SHILOH	103 SASSAFRAS LN
0003501		3	310.39	DIANE L. NOBLE	CAMDEN	152 158 US W
0003513		3	282.06	JULIE PORTER	CAMDEN	431 158 US W
0003075		3	255.21	PATRICK WAYNE BAUM	CAMDEN	186 B BUSHELL RD

## Motion to approve the Tax Report as presented.

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Ross Munro
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak

## B. Potential Purchase of Real Property – Erin Burke

At the August 1, 2022 Board of Commissioners meeting the Board directed staff, in consultation with the County Attorney, to draft a Purchase and Sale Agreement for approximately 40 acres known as the “Sawyer Property” adjacent to the “Noblitt Tract” on North Hwy 343 for the construction of a new high school. The Board indicated the language proposed for the “158 Site” should be mirrored in this contract to include a 120-day due diligence period. Staff has prepared the contract as directed. It is important to note this is to allow the County to enter into a due diligence phase to inspect the property. This is not a contract to purchase. A public hearing will need to be held in order to decide on the purchase of the property. Staff has reviewed the proposed agreement and recommends approval.

# PURCHASE AND SALE AGREEMENT

THIS PURCHASE AND SALE AGREEMENT ("Agreement"), made and entered into as of the \_\_\_\_ day of September, 2022 ("Effective Date"), by and between Joseph O Sawyer, by and through his lawful attorney in fact, Cheryl S. Smith, pursuant to a power of attorney duly of record in the public registry of Camden County (Seller), and THE COUNTY OF CAMDEN, NORTH CAROLINA, a political subdivision of the State of North Carolina ("Buyer").

## Recitals:

A. Seller is the owner of a certain parcel of land located on the south side of N.C. Highway 343 in Camden County, North Carolina, containing approximately 40 acres (the "Entire Parcel") as shown on the Exhibit A attached hereto and made a part hereof.

B. Seller has agreed to sell to Buyer, and Buyer has agreed to buy from Seller the above referenced 40 acres on the terms and conditions hereafter appearing.

## Agreement:

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged and which includes the mutual promises of the parties, the parties agree:

1. **Property.** Seller agrees to sell the Property to Buyer, and Buyer agrees to purchase the Property from Seller. The Property includes all strips, gores, easements, privileges, rights-of-way, riparian and other water rights, rights to lands underlying any adjacent streets or roads, and other tenements, hereditaments and appurtenances, if any, pertaining to or accruing to the benefit of the Property.
2. **Purchase Price.** The purchase price ("Purchase Price") for the Property is Eighteen Thousand Seven Hundred Fifty and no/100 Dollars (\$18,750.00) per acre of land (rounded to the nearest thousandth of

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an acre) in the Property as determined by the "Survey" (defined below). The Purchase Price shall be payable as follows:

- (a). \$500.00 by the earnest money "Deposit," as defined in Section 4 below, which shall be applied to the Purchase Price at the Closing; and
- (b). The balance shall be payable to Seller in immediately available funds at the Closing; and

3. **Closing.** The purchase of the Property will be closed ("Closing") on or before thirty (30) days after the last day of the "Investigation Period" (defined below). The Closing will be held at 10:00 A.M. local time in the offices of Buyer's attorney, unless otherwise agreed upon by the parties.

3. **Earnest Money Deposit.** On the first business day following the Effective Date, Buyer shall make the earnest money deposit in the amount of Five Hundred and 00/100 Dollars (\$500.00) (the "Deposit"), to be held in escrow by The Twiford Law Firm P.C. ("Escrow Agent"). If Buyer does not timely make the Deposit, then Seller may immediately terminate this Agreement by written notice to Buyer. The Deposit shall be subject to the terms set forth below:

- 3.1. Escrow Agent shall hold the Deposit in a non interest bearing FDIC or FSUIC trust account.
- 3.2. The Escrow Agent shall disburse the Deposit in accordance with the terms of this Agreement.
- 3.3. If the Deposit has not been disbursed previously, and parties are proceeding to Closing, then the Escrow Agent shall deliver the Deposit at Closing to the settlement agent, if other than the Escrow Agent, for credit against the Purchase Price.

4. **Investigation Period.** Through 5:00 P.M. local time on the 120th day after the Effective Date (the "Investigation Period"), Buyer and Buyer's representatives shall have access to the Entire Parcel for the purpose of conducting its due diligence investigations.

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4.1. During the Investigation Period Buyer and Buyer's agents or designees shall have the right to enter the Entire Parcel for purposes of performing such investigations and other inquiries, tests and evaluations as Buyer deems reasonably necessary, including economic, legal and title analysis, securing environmental and engineering reports, determining the availability of suitable utilities, and performing such other reasonable and customary due diligence as the Buyer elects to perform. All such investigations shall be at Buyer's sole expense. Buyer's investigation shall not interfere with the existing cultivation, including harvesting.

4.2. Within five (5) business days after the Effective Date, Seller shall deliver to Buyer, if not previously delivered, the following documents and information with respect to the Entire Parcel to the extent that they are in existence and are in Seller's possession or are readily available to Seller without any cost or expense to Seller:

- 4.2.1. The most recent survey;
- 4.2.2. Any soil reports or environmental assessments; and
- 4.2.3. A copy of any policy of title insurance issued in favor of Seller.

4.3. Seller makes no independent representation or warranty as to such documents except that they are true and correct copies of the materials in Seller's possession. All materials delivered to Buyer pursuant to this Agreement shall be treated as confidential by Buyer and returned to Seller in the event that Buyer does not acquire the Property; provided, however, that Buyer shall have the right to disclose such materials to Buyer's agents, employees, attorneys, consultants, investors and lenders so long as reasonable efforts are made to keep such matters confidential.

4.4. Buyer may enter the Entire Parcel for the purpose of obtaining a phase I environmental site assessment of the Entire Parcel and for conducting soil and other geo technical tests and evaluations.

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subject to the limitations set forth below. Buyer shall give Seller reasonable notice prior to entering the Entire Parcel, and Seller shall have the right to observe the testing being done. Buyer shall fill in all holes and otherwise restore the Entire Parcel after conducting such tests.

4.5. Buyer shall not perform any invasive environmental testing (e.g. a phase II environmental site assessment) without the prior written approval of Seller with due respect to its obligation not to impair existing cultivation.

4.6. Buyer shall repair any damage to the Entire Parcel caused by its investigations. Buyer agrees to indemnify and to hold Seller harmless from any loss, cost, expense or liability incurred or sustained by the claim of any person made by reason of any due diligence activities conducted by Buyer or its agents or contractors. This indemnity shall survive Closing and any termination of this Agreement.

4.7. Buyer shall have the absolute right at any time prior to the expiration of the Investigation Period (as the same may be extended) to terminate this Agreement by giving written notice to Seller, and upon such termination the entire Deposit (together with any interest but less any Escrow Agent fees) shall be paid to the Buyer, and the parties shall have no further rights, obligations or liabilities with respect to each other under this Agreement (except for Buyer's indemnity obligations that survive termination of this Agreement).

4.8. Upon Seller's request, Buyer will provide Seller with copies of all reports and other due diligence materials with respect to the Entire Parcel.

5. **Subdivision Plat.** Promptly following the execution and delivery of this Agreement, Buyer shall cause a surveyor licensed in the State of North Carolina to prepare a subdivision plat (the "Subdivision Plat") and other documents required to create the Property as a separately subdivided parcel of land. The acreage of the Property, as shown on the Subdivision Plat (rounded to the nearest one thousandth of an acre), shall, absent manifest error, be the basis for determining the Purchase Price. Seller shall have the right

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to approve the configuration and dimensions of the Property as shown on the Subdivision Plat, which approval shall not be unreasonable delayed, withheld, or conditioned. Buyer shall cause the Subdivision Plat to be approved by any applicable administrative or political process and cause it to be recorded in the office of the Camden County Register of Deeds. Seller agrees to cooperate with Buyer in the process to have the Subdivision Plat recorded and shall sign the Subdivision Plat as the landowner if required as a condition to the approval or recordation of the Subdivision Plat. Seller shall not be obligated to approve or sign any Subdivision Plat that provides for the dedication of any land without compensation deemed acceptable to Seller.

**6. Title and Survey.** Seller will convey title to the Property to Seller by Special Warranty Deed, the form of which is attached as Exhibit B.

6.1. On or before twenty days prior to the end of the Investigation Period, Buyer shall at its sole cost and expense cause a title examination to be made of the Property and shall obtain a commitment for the issuance of title insurance (the "Commitment") by a title insurance company acceptable to Buyer (the "Title Company"). The Title Company need not be the same company as the Escrow Agent, but can be any title insurance company selected by Buyer. A copy of the Commitment shall be delivered to Seller.

6.2. On or before twenty days prior to the end of the Investigation Period, Buyer shall obtain, at its sole cost and expense, a survey of the Property prepared and certified by a North Carolina licensed surveyor ("Survey"). At least two prints of the Survey shall be delivered to Seller.

6.3. Buyer shall have until twenty days prior to the end of the Investigation Period to examine the Commitment and the Survey.

6.3.1. If Buyer finds any objectionable matters in the Commitment or on the Survey (each an "Objectionable Condition"), then Buyer shall notify Seller in writing of all of such Objectionable Conditions on or before the end of the Investigation Period ("Buyer's Notice"). Copies of all documents

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evidencing each Objectionable Condition will be delivered with the Buyer's Notice. Buyer's failure to timely give the Buyer's Notice shall be deemed Buyer's acceptance of the condition of the title to the Property "as is", including all matters shown on the Commitment and Survey.

6.3.2. Within fifteen (15) days after receipt of Buyer's Notice, Seller shall notify Buyer in writing whether Seller elects to cure any of the Objectionable Conditions ("Seller's Notice"). Seller's failure to timely give the Seller's Notice shall be deemed Seller's election not to cure any of the Objectionable Conditions.

6.3.3. If Seller elects not to cure any one or more of the Objectionable Conditions, then Buyer may, prior to the expiration of the Investigation Period, terminate this Agreement and receive a refund of the Deposit. If Buyer does not terminate the Agreement, then Buyer shall be deemed to have waived the Objectionable Conditions that Seller has not elected to cure and they shall be Permitted Exceptions.

6.3.4. The following shall constitute "Permitted Exceptions":

6.3.4.1. All exceptions shown the Commitment that are not Objectionable Conditions enumerated in a Buyer's Notice.

6.3.4.2. All Objectionable Conditions enumerated in a Buyer's Notice and with respect to which Buyer has waived its objection or is deemed to have waived its objection.

6.3.4.3. All matters of record as of the Effective Date and all matters of survey that would be disclosed by an accurate survey of the Property and that are not objected to by Buyer or that are objected to by Buyer and with respect to which Buyer has waived its objection or is deemed to have waived its objection.

6.3.5. In all events, Seller shall (x) cause to be discharged at Closing the lien of all instruments securing financing obtained by Seller and (y) execute an affidavit confirming that (a) there are no rights of possession and (b) no mechanics' liens or materialmen's liens or claims have been or may be filed

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against the Property or, if Seller cannot provide such confirmation, Seller shall cause the Title Company to insure Buyer's title without any exception for mechanics' and materialmen's liens. Provided, seller shall retain the right to lease the premises, or any part, for the growing of crops up to December 31, 2022 with all rentals ongoing therefor being the sole and exclusive property of seller.

6.4. If Seller elects to cure any Objectionable Conditions, then Seller shall cure such Objectionable Conditions at or prior to Closing. If Seller elects to cure, but shall fail to cure, any Objectionable Condition at or prior to Closing, then Buyer may either (a) cure such condition itself if the Objectionable Condition is a lien or encumbrance of an ascertainable amount which can be cured by the payment of money, and deduct from the Purchase Price the reasonable costs and expenses incurred by Buyer in curing such Objectionable Condition, (b) waive the Objectionable Condition and proceed to close the transaction contemplated by this Agreement with no reduction in the Purchase Price relating to the uncured Objectionable Condition (except to the extent of liens or encumbrances of an ascertainable amount), or (c) terminate this Agreement in which case the Escrow Agent shall return the Deposit to Buyer.

6.5. Except as specifically set forth in this Agreement, Seller will permit no changes to the status of the title to the Property after the Effective Date that would be binding on Buyer without the consent of the Buyer.

#### **7. Closing Costs; Settlement Adjustments.**

7.1. Seller shall pay any North Carolina transfer tax with respect to the transfer of title to the Property.

7.2. Buyer shall be responsible for the payment of the title insurance premiums, its attorneys' fees, and the cost of recording the title instruments and the Deed of Trust, and the fees of Seller's attorney to prepare the Note and Deed of Trust.

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7.3. Seller shall be responsible for all delinquent, deferred or "roll back" real estate property taxes applicable to the Property, including any interest or penalties. All other current year real estate property taxes for the Property shall be prorated as of the date of Closing on a calendar year basis. In the event the taxes for the year of Closing are unknown, the tax proration will be based upon such taxes for the prior year and, at the request of either party, the taxes shall be re-prorated and adjusted when the tax bill for the year of Closing is received and the actual amount of taxes is known.

7.4. Seller shall be responsible for all governmental assessments confirmed as of the Closing, and Buyer shall be responsible for any such assessments or dues confirmed thereafter.

**8. Seller's Representations and Warranties.** Seller represents and warrants to Buyer that as of the Effective Date:

8.1. This Agreement has been duly executed and delivered by the Seller, constitutes the valid and binding obligation of the Seller, and is enforceable against the Seller in accordance with its terms.

8.2. To the best of Seller's knowledge, there are no pending, threatened or contemplated condemnation actions involving all or any portion of the Entire Parcel, and Seller has received no notice of any such action.

8.3. Seller has received no notice of and to the best of Seller's knowledge there is no pending litigation involving Seller or the Property which would in any way (i) be binding upon the Buyer and materially and adversely limit the Buyer's full use and enjoyment of the Entire Parcel, or (ii) limit or restrict Seller's right or ability to enter into this Agreement and consummate the transactions contemplated under this Agreement.

8.4. Seller's attorney in fact has full power and authority to enter into the transactions set forth in this Agreement. Upon request by Buyer, Seller shall supply to Buyer a true and complete copy of the power

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of attorney as shall be reasonably necessary to provide evidence that Seller is consenting to the action of his attorney in fact in executing this document and such others as are contemplated herein.

8.5. To the best of Seller's knowledge, without independent investigation or inquiry, and except to the extent otherwise disclosed in any environmental report or study obtained by Buyer prior to Closing or in any environmental report or study delivered by Seller to Buyer prior to Closing: (a) Seller has not received written notice from any governmental authority relating to an existing violation of the Entire Parcel under any applicable environmental law; and (b) Seller has not caused, during the period of Seller's ownership of the Entire Parcel, any discharge of hazardous materials on or from the Entire Parcel in violation of any applicable environmental law.

8.5.1. The term "applicable environmental law" means any law, statute, code, rule, or regulation of the United States, the State of North Carolina, and all local governmental or regulatory authorities exercising jurisdiction over Seller or the Entire Parcel, pertaining to prohibition or regulation of hazardous or toxic wastes or materials, including, but not limited to, the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA) and the Superfund Amendments and Reauthorization Act (SARA) (42 U.S.C. Section 9601, et seq.), as amended from time to time.

8.5.2. Buyer acknowledges that current or future federal, state and local laws and regulations may require the cleanup of any matters subsequently discovered on the Entire Parcel, which constitute hazardous, toxic or regulated materials, wastes or substances under applicable environmental laws at the expense of the persons who, in the past, present or future may have had or continue to have an interest in the Entire Parcel including, without limited to, current, past and future owners and users/operators including tenants of the Entire Parcel. The cost and expense of such cleanup may be substantial. Buyer acknowledges and agrees that Buyer shall look solely to the experts and professionals selected or approved by Buyer to advise Buyer with respect to the condition of the Entire Parcel and will

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not hold Seller or any brokers responsible for any environmental conditions or problems relating to the Entire Parcel or for any remediation or other cleanup activities in connection therewith, and hereby releases Seller from any such liability.

8.6. Seller is not a "foreign person" within the meaning of Section 1445 of the Internal Revenue Code of 1954 as amended.

**9. Buyer's Representations and Warranties.** Buyer represents and warrants to Seller that as of the Effective Date:

9.1. This Agreement has been duly executed and delivered by the Buyer, constitutes the valid and binding obligation of the Buyer, and is enforceable against the Buyer in accordance with its terms.

9.2. Buyer is duly organized and validly existing under the laws of the place of its formation with full power and authority to enter into the transactions set forth in this Agreement. Buyer shall provide at Closing an opinion of counsel in form and substance satisfactory to Seller that Buyer has duly authorized the execution and delivery of this Agreement and the purchase of the Property and that the person who has executed and delivered on behalf of Buyer, the Note, Deed of Trust and all other documents with respect to the transaction contemplated by this Agreement is duly authorized to do so.

#### 10. Conditions to Closing.

10.1. The obligations of the Buyer to close on its acquisition of the Property are subject to the satisfaction at or prior to Closing of the following conditions and upon each of the factual statements set forth below being true:

10.1.1. The Seller shall have performed and complied with all terms and conditions required by this Agreement to be performed or complied with by the Seller prior to or at Closing.

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10.1.2. The representations and warranties of Seller contained in this Agreement shall be true and correct on the date of Closing.

10.1.3. There shall be no encumbrances or other defects in the title to the Property other than the Permitted Exceptions.

10.1.4. The Subdivision Plat shall have been recorded.

10.2. The obligations of the Seller hereunder are subject to the satisfaction at or prior to Closing of the following conditions and upon each of the factual statements set forth below being true:

10.2.1. The Buyer shall have performed and complied with all terms and conditions required by this Agreement to be performed or complied with by the Buyer prior to or at Closing.

10.2.2. The representations and warranties of Buyer contained in this Agreement shall be true and correct on the date of Closing.

10.2.3. The Subdivision Plat shall have been recorded.

**11. Seller's Obligations at Closing.** Seller shall deliver to Buyer the following at Closing:

11.1. An executed counterpart of a settlement statement showing the Purchase Price and all credits, allocations, prorations and other financial adjustments between the parties as set forth in this Agreement ("Settlement Statement").

11.2. The executed and acknowledged Special Warranty Deed to the Property, with a legal description of the Property based on the Survey or recorded Plat.

11.3. A duly executed lien affidavit sufficient to permit the Title Company to issue its title policy without exception for unpaid laborers' and materialmen's liens and without exception for rights of possession of

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any third party, excepting on agricultural lease which shall terminate in its entirety on or before December 31, 2022.

11.4. A certificate given under penalty of perjury and on a form approved under regulations promulgated under Section 1445 of Internal Revenue Code of 1954 as amended, that Seller is not a foreign person.

11.5. Such other documents and instruments which may be necessary for the consummation of the transactions contemplated by this Agreement as may be reasonably requested by Buyer or Buyer's counsel.

**12. Buyer's Obligations at Closing.** Buyer shall deliver the following to the Seller at Closing:

12.1. An executed counterpart of the Settlement Statement.

12.2. The Purchase Price, subject to credits, allocations, prorations and adjustments as set forth in this Agreement, and minus the original principal amount of the Note to be paid by wire transfer or other immediately available funds in sufficient time to permit Seller to discharge any deeds of trust or other monetary liens against the Property on a "same day" basis.

12.3. Such other documents and instruments which may be necessary for the consummation of the transactions contemplated by this Agreement as may be reasonably requested by Seller or Seller's counsel.

**13. Risk of Loss.** Risk of loss prior to Closing shall be on Seller and Seller shall provide notice to Buyer promptly after the occurrence of any loss of or damage to the Property.

**14. Eminent Domain.** If, prior to Closing, more than five percent (5%) of the Property is taken by eminent domain, or if such condemnation proceedings are commenced, Buyer shall have the option, by written notice to Seller, to terminate this Agreement. If Buyer does not elect to terminate this

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Agreement then (i) this Agreement shall remain in full force and effect, (ii) Seller shall assign, transfer and set over to Buyer at the Closing all of Seller's right, title and interest in and to the eminent domain proceedings and any awards that may be made for such taking (including any funds which Seller may have received for such condemnation prior to Closing), and (iii) after Closing, Buyer shall be solely responsible, at its cost, for litigating any eminent domain proceedings that have not been completed prior to Closing.

**15. Brokerage Commissions.** Seller and Buyer represent and warrant each to the other that they have not dealt with any broker or realtor in connection with this transaction. Each party shall indemnify and hold harmless the other from and against any and all claims, demands or the cost and expense thereof (including reasonable attorneys' fees) arising out of any brokerage commission, fee or other compensation due or alleged to be due to any person in connection with the transaction contemplated by this Agreement based upon any agreement alleged to have been made or other action alleged to have been taken by the indemnifying party. This indemnity obligation shall survive Closing and any termination of this Agreement.

**16. Default and Remedies.**

16.1. If Seller fails to perform any of the terms and conditions of this Agreement or is otherwise in default under this Agreement, then Buyer, at Buyer's sole option and as its sole remedies, may elect to:

16.1.1. Waive the default or failure and close "as is"; or

16.1.2. Terminate this Agreement by written notice to Seller given on or before the date of Closing, in which event Buyer shall be entitled to recover the Deposit, in which case both parties shall be released from all further obligations under this Agreement except for those obligations that specifically survive termination of this Agreement; or

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16.1.3. Seek specific performance of Seller's obligations under this Agreement provided that any suit for specific performance must be filed within ninety (90) days after the date on which Seller's default is alleged to have occurred or it shall be forever barred.

16.2. If Buyer fails to perform any of the terms and conditions of this Agreement or is otherwise in default under this Agreement, then Seller, as its sole remedy, shall receive the Deposit as agreed and liquidated damages for the breach, whereupon the parties shall be relieved of all further obligations under this Agreement except for Buyer's indemnity obligations which survive termination of this Agreement.

16.3. If either party is in breach of its representations or warranties, and such breach is not disclosed by the breaching party to the other party in writing prior to Closing, then the other party shall have whatever rights or remedies are available against the breaching party at law or equity. Notwithstanding the foregoing to the contrary neither party may bring a claim of breach of representation or warranty by the other unless the party claiming the breach notifies the other party of its claims within one (1) year after the Closing.

16.4. In no event shall either party be liable to the other party for consequential or punitive damages.

16.5. In the event either party brings any legal action to enforce its rights against the other party, then the prevailing party shall be entitled to recover from the other party all legal costs (including reasonable attorneys fees at all tribunal levels) as is by law allowable.

**17. Assignment.** Neither party shall assign this Agreement without the prior written consent of the other; provided that, Buyer may assign its right to take title under this Agreement to another entity owned or controlled by Buyer or the principal owners of Buyer, but Buyer shall not be relieved of its obligations under this Agreement.

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**18. Miscellaneous.**

18.1. Property Transferred "As Is and Where Is". Subject to the Seller's representations and warranties specifically set forth in this Agreement and in the special warranty deed to be delivered at Closing: (i) it is understood and agreed that Seller has not made and is not making and specifically disclaims any warranties, representations or guarantees of any kind or character, express or implied, oral or written, past, present or future, with respect to the Property and its suitability for any particular purpose or use; (ii) Buyer acknowledges that it is generally familiar with the Property and is a sophisticated Buyer of real estate, and that it is relying upon its own expertise and that of its consultants in purchasing the Property and that it will conduct such inspections and investigations as it deems necessary including, but not limited to, the physical and environmental conditions thereof and shall rely upon the same; and (iii) Seller shall sell and convey to Buyer, and Buyer shall accept the Property, "AS IS, WHERE IS, WITH ALL FAULTS". The terms and conditions of this provision shall expressly survive the Closing and not merge with the provisions of any closing documents, shall run with the land and shall be binding on any successors, assigns or transferees of Buyer. Neither Seller nor Buyer is liable or bound in any manner by any oral or written statements, representations or information pertaining to the Property furnished by any broker, agent, employee, servant or other person, unless the same are expressly set forth herein. Provided, if during the investigation period buyer determines, in its sole discretion, the property is not suitable for its needs, buyer may withdraw from the agreement, receive a refund of its earnest money deposit and have no further obligation to seller whatsoever.

18.2. Notices. All notices under this Agreement shall be given in writing and shall be: (a) hand delivered against a written receipt of delivery, (b) delivered to a nationally recognized overnight courier service for next business day delivery with delivery charges paid by, or billed to, the Sender, or (c) by email, provided, however, that if such notice is given by email, an original counterpart of such communication shall concurrently be sent in either the manner specified in the clause (b) above. Each such notice,

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demand or request, shall be deemed to have been given upon the earlier of (i) actual receipt or refusal by the addressee or (ii) one day after the deposit thereof with a courier if sent pursuant to clause (b) above. Notices shall be directed as follows:

**TO BUYER:**

THE COUNTY OF CAMDEN, NORTH CAROLINA

Erin Burke, County Manager

P.O. Box 190

Camden, NC, 27921

with a copy to:

John S. Morrison

The Twiford Law Firm P.C.

P.O. Drawer 99

Elizabeth City, NC, 27909

**TO SELLER:**

Cheryl S. Smith

For Joseph O. Sawyer

Notices may be given on behalf of any party by its legal counsel. Either party may, from time to time, by notice as herein provided, designate a different address to which notice to it shall be sent.

18.3. Knowledge. The phrases "to the best of Seller's knowledge," "to Seller's knowledge," "to Seller's actual knowledge," "Seller has no knowledge of," and similar phrases shall mean the actual, and not constructive, current knowledge of Frank T. Williams; and shall not impose any requirement upon such individual to undertake any independent investigation or inquiry.

18.4. Applicable Law. This Agreement shall be governed by and construed in accordance with the laws of the State of North Carolina.

18.5. Entire Agreement. This instrument and any exhibits and addenda hereto contain the entire understanding and agreement by and between the parties and all prior or contemporaneous oral or written agreements or instruments are merged herein and no amendment to this Agreement shall be effective unless the same is in writing and signed by the parties hereto. There are no representations, warranties or undertakings given or made by either party hereto except as set forth herein or in any instrument delivered pursuant hereto.

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18.6. Survival. The indemnity obligations of the parties set forth in this Agreement shall survive termination of this Agreement and Closing. The representations and warranties of the parties shall survive for a period of one (1) year after Closing. All obligations of the parties which are required to be performed by a party after Closing under the terms of this Agreement, including all obligations regarding the Development Obligations, shall survive closing.

18.7. Binding Effect. This Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective permitted successors and assigns.

18.8. Captions and Headings. The captions and headings throughout this Agreement are for convenience and reference only and the words contained therein shall in no way be held to define or add to the interpretation, construction or meaning of any provision of this Agreement.

18.9. Counterpart Originals. This Agreement may be executed in separate counterparts with multiple originals. Any party may execute this Agreement electronically using an electronic signature service. This Agreement may be delivered by facsimile, email, or any other form of electronic transmission. Copies of this Agreement are acceptable as originals for all purposes.

18.10. Time. Time periods under this Agreement shall be computed by excluding the starting day and including the ending day of the period. The term "business day" shall mean any day that is not a Saturday, Sunday or a day in which the North Carolina courts or federal banks are closed. When any date for taking action does not fall on a business day, then the time for taking such action will be extended to the next business day. Time is of the essence with respect to the rights and obligations created under this Agreement.

[Signature Page Follows]

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed and sealed as of the Effective Date.

SELLER: Joseph O. Sawyer, widower

By: Cheryl S. Smith

Attorney in Fact

BUYER: THE COUNTY OF CAMDEN, NORTH CAROLINA

By: Erin Burke, County Manager

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Exhibit A

Utilizing the Camden GIS map attached hereto, the blue outlined area is the proposed 40 acre parcel. It has approximately 605 foot of road footage on North Carolina Highway 343 North and extends east from 343 1300 ft to the drainage ditch that runs in front of the wooded block. The southern border adjoins the current high school proposed site sometimes known as the Noblitt property. In between the Noblitt property and the property described herein is a triangular tract, also adjacent to 343 belonging to the Traftons.

It is agreed and understood this description is solely for purposes of this contract of purchase and sale. A metes and bounds survey will be performed in the near future which will control over this recitation. If the survey discloses more or less than 40 acres referenced herein the contract price shall be adjusted accordingly utilizing the \$18,500.00 per acre price.

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Exhibit B

Special Warranty Deed Form

Excise Tax: Recording Time, Book and Page:

Tax Lot No.: \_\_\_\_\_ Parcel Identifier No. \_\_\_\_\_

Verified by \_\_\_\_\_ County on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

by \_\_\_\_\_

Mail after recording to:

This instrument was prepared by:

Brief description for the index:

NORTH CAROLINA SPECIAL WARRANTY DEED

THIS DEED made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between \_\_\_\_\_

GRANTOR GRANTEE \_\_\_\_\_

WITNESSETH, that the Grantor, for a valuable consideration paid by the Grantee, the receipt of which is hereby acknowledged, has and by these presents does grant, bargain, sell and convey unto the Grantee in fee simple, all of that certain lot or parcel of land situated in \_\_\_\_\_ County, North Carolina and more particularly described as follows:

See Exhibit A attached hereto.

The property hereinabove described was part of a larger tract acquired by Grantor by instrument recorded in Book \_\_\_\_\_, Page \_\_\_\_\_, \_\_\_\_\_ County Registry.

Page 17

20095584.v7

TO HAVE AND TO HOLD the aforesaid lot or parcel of land and all privileges and appurtenances thereto belonging to the Grantee in fee simple.

And the Grantor covenants with the Grantee, that Grantor has done nothing to impair such title as Grantor received, and Grantor will warrant and defend the title against the lawful claims of all persons claiming by, under or through Grantor, except for the exceptions hereinafter stated.

Title to the property herein above described is subject to the following exceptions:

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This property is conveyed subject to covenants, restrictions, easements and other matters of record affecting said property and to 20\_\_\_\_ ad valorem taxes and taxes for subsequent years.

IN WITNESS WHEREOF, the Grantor has executed this instrument as of the day and year first above written.

[INSERT NAME] By: Name: Its:

STATE OF \_\_\_\_\_:

COUNTY OF \_\_\_\_\_:

I certify that the following person personally appeared before me this day, acknowledging to me that to me that he voluntarily signed the foregoing document for the purpose stated therein and in the capacity indicated: \_\_\_\_\_

Date:

Notary Public:

[Affix Notary Seal] Printed Name:

My Commission Expires:

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**Motion to approve a contract for the potential purchase of real property located on NC Highway 343 consisting of approximately 40 acres that is adjacent to the "Noblitt Tract" and currently belonging to Joseph O. Sawyer, and to authorize the County Manager, in consultation with the County Attorney, to finalize and**

sign the contract, which shall contain a due diligence period of 120 days, within which the County may withdraw from the contract without penalty.

**RESULT:** PASSED [5-0]  
**MOVER:** Tom White  
**AYES:** Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak

## ITEM 7. BOARD APPOINTMENTS

A. Potentially Dangerous Dog Appeals Board – Appointment of Wallace Lee Parr

Motion to approve the appointment of Wallace Lee Parr to the Potentially Dangerous Dog Appeals Board.

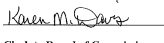
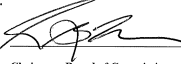

**RESULT:** PASSED [5-0]  
**MOVER:** Ross Munro  
**AYES:** Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak

## ITEM 8. CONSENT AGENDA




A. BOC Meeting Minutes

- July 14, 2022
- July 27, 2022
- August 1, 2022

B. Budget Amendments

2022-23-BA005			
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, 2023.			
Section 1. To amend the General Fund as follows:			
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT INCREASE DECREASE	
<b>Revenues</b>			
10360510-434898	Grant Funds	\$84,269.66	
<b>Expenses</b>			
105100-574400	Grant Purchases	\$84,269.66	
This Budget Amendment is made to appropriate funds from the Grant funds received to the corresponding expense line.			
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 6 <sup>th</sup> day of September, 2022.			
 Clerk to Board of Commissioners		 Chairman, Board of Commissioners	
			

2022-23-BA006			
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, 2023.			
Section 1. To amend the General Fund as follows:			
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT INCREASE DECREASE	
<b>Revenues</b>			
51330800-437940	Trustee Revenue	\$14,300	
51330800-437950	Trustee Revenue	14,300	
<b>Expenses</b>			
518000-537940	Trustee Expense	14,300	
518000-537950	Trustee Expense	14,300	
This Budget Amendment is made to appropriate funds from monies we will receive for two new trustees that have been awarded to Social Services. I did not include names for the privacy of the trustees.			
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 6 <sup>th</sup> day of September, 2022.			
 Clerk to Board of Commissioners		 Chairman, Board of Commissioners	
			

Attachment: bocminutes\_090622 (BOC Meeting Minutes)

2022-23-BA007

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, 2023.

Section 1. To amend the General Fund as follows:

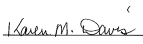
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Revenues</b>			
10360621-434900	MIPPA Revenue	\$4,632.51	
<b>Expenses</b>			
106210-537510	MIPPA Expense	4,632.51	

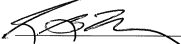
This Budget Amendment is made to appropriate funds from monies previously received that are allowed to continue to be used in this budget year.


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 6<sup>th</sup> day of September, 2022.

  
 Clerk to Board of Commissioners

  
 Chairman, Board of Commissioners



2022-23-BA008

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, 2023.

Section 1. To amend the General Fund as follows:

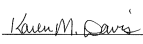
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Revenues</b>			
51350800-437800	Trustee Revenue	\$7,420	
<b>Expenses</b>			
518000-537800	Trustee Expense	\$7,420	


This Budget Amendment is made to appropriate funds for a trustee that will begin receiving additional funds starting in September.


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 6<sup>th</sup> day of September, 2022.

  
 Clerk to Board of Commissioners

  
 Chairman, Board of Commissioners



2022-23-BA009

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, 2023.

Section 1. To amend the General Fund as follows:

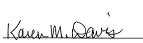
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Revenues</b>			
10399400-439900	Fund Balance Appropriated	\$101.29	
<b>Expenses</b>			
106210-537510	Albemarle Tideland Retiree	\$101.29	


This Budget Amendment is made to appropriate funds additional interest from the Retiree account we had to pay starting this year.


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 6<sup>th</sup> day of September, 2022.

  
 Clerk to Board of Commissioners

  
 Chairman, Board of Commissioners



2022-23-BA010

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, 2023.

Section 1. To amend the General Fund as follows:


ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Revenues</b>			
10330510-402003	LESO Revenue	\$19,033.56	
<b>Expenses</b>			
105100-557003	LESO Expense	\$19,033.56	


This Budget Amendment is made to appropriate funds from monies previously received in the 21-22 Budget year.


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 6<sup>th</sup> day of September, 2022.

  
 Clerk to Board of Commissioners

  
 Chairman, Board of Commissioners





2022-23-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, 2022.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Revenues</b>			
40399530-439900	Fund Balance Appropriated	\$62665.42	
<b>Expenses</b>			
405300-574000	Capital Outlay	\$62665.42	

This Budget Amendment is made to appropriate funds from their Fund Balance to Capital Outlay for the purchase of a new brush truck.

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 6<sup>th</sup> day of September, 2022.

*Karen M. Davis*  
Clerk to Board of Commissioners

*[Signature]*  
Chairman, Board of Commissioners



## C. DMV Monthly Report

STATE OF NORTH CAROLINA

COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County October, 22 Renewals Due 11/15/22

You are hereby authorized, empowered, and commanded to collect the taxes set forth in the tax records filed in the office of the Tax Administrator and in the tax receipts herewith delivered to you, in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be a first lien upon personal property of the respective taxpayers in the County of Camden, and this order shall be a full and sufficient authority to direct, require, and enable you to levy on and sell personal property of such taxpayers for and on account thereof, in accordance with the law.

SOUTH MILLS	COURTHOUSE	SHILOH	TOTAL
25,830.22	35,081.99	18,371.66	79,283.87

Witness my hand and official seal this 6<sup>th</sup> day of September 2022

*[Signature]*  
Chairman, Camden County Board of Commissioners

Attest:

*Karen M. Davis*  
Clerk to the Board of Commissioners of Camden County



This is to certify that I have received the tax receipts and duplicates for collection in the amounts as listed herein.

*[Signature]*  
Tax Administrator of Camden County

Attachment: bocminutes\_090622 (BOC Meeting Minutes)

D. Pickups, Releases & Refunds

NAME	REASON	NO.
Morrisette Realty Group	Turned in plates - Refund \$410.67	Pick-up/22945 65027330
Arthur Douglas Godfrey	Turned in plates - Refund \$313.55	Pick-up/22946 66399282
Keith Marcellas Jones	Turned in plates - Refund \$497.48	Pick-up/22948 60967573
Thomas Lindon Jackson	Turned in plates - Refund \$221.23	Pick-up/22950 59947189
Danielle Lynn Barry	Turned in plates - Refund \$265.47	Pick-up/22952 61044330
James Franklin Campbell, Jr.	Vehicle overassessed - Refund \$206.89	Pick-up/22955 67334809
Jonathan S. Crouse	Roll back taxes - Pick up \$86,506.21	Pick-up/22957 R-118683-2019 R-124051-2020 R-131426-2021
Stacy Hicks Jackson	Turned in plates - Refund \$149.42	Pick-up/22968 64695749
Samantha Ingram Bundy	Turned in plates - Refund \$222.46	Pick-up/22969 65488719
Kimberly Diane Hamby	Turned in plates - Refund \$147.54	Pick-up/22972 48109949
Gwendal Michale Marchbanks	Turned in plates - Refund \$173.51	Pick-up/22973 53446580
Daniel Delmar Hilbert ETAL	Code Enforcement - release per Planning \$375.00	Pick-up/22978 R-134376-2021
Samuel Owen Jeffries	Military Exempt - Refund \$275.87	Pick-up/22983 66611547
Samuel Owen Jeffries	Military Exempt - Refund \$249.02	Pick-up/22984 63486765
Kelly Megan Baxter-Baronas	Turned in plates - Refund \$115.03	Pick-up/22986 41153146
Marsha Newbern Vanture	Turned in plates - Refund \$235.55	Pick-up/22989 67640986

E. Refunds Over \$100

ACS Tax System  
8/30/22 9:01:51

REFUNDS OVER \$100.00  
Refunds to be Issued by Finance Office

CAMDEN COUNTY Page 1

Refund\$	Remit To:	Reference:	Drawer/Transaction Info:
150.59	KNOWLES, NOAH 219 XVY NECK ROAD CAMDEN NC 27921	2021 P 0003892 overpayment	20220712 1 267185
144.18	TRENTON TWIFORD 1433 SOUTH 343 SHILOH NC 27974	2019 R 03-8971-00-17-4299.0000 OVERPAID-PUT IN WRONG AMOUNT	20220630 69 267138
294.77	Total Refunds		***

Submitted by Lisa S. Anderson Date 8-30-22  
Lisa S. Anderson, Tax Administrator Camden County

Approved by Ross Munro Date 9-6-22  
Ross Munro, Chairman Camden County Board of Commissioners

Attachment: bocminutes\_090622 (BOC Meeting Minutes)



## REFUNDS OVER \$100.00



## North Carolina Vehicle Tax System

## NCVTS Pending Refund report

JULY, 22 REFUNDS OVER \$100.00

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Refund Type	Bill #	Plate	Status	Transaction	Refund Description	Refund Reason	Create Date	Authorization Date	Tax Jurisdiction	Levy	Change	Interest	Total
BARRY, DANIELLE LYNN	BARRY, DANIELLE LYNN	BARRY, EDWARD JAMES JR	224 MCPHERSON RD	SOUTH MILLS, NC 27976	Proration	0061044330	JES8214	AUTHORIZED	168507950	Refund Generated due to proration on Bill #0061044330-2021-2021-0000-00	Tag Surrender	07/28/2022	8/1/2022 4:50:26 PM	1843	Tax	(\$3.02)	\$0.00	(\$282.45)
CAMPBELL, JAMES FRANKLIN JR	CAMPBELL, JAMES FRANKLIN JR	CAMPBELL, DILLON ZACKARY	138 MULLTOWN RD	SHILOH, NC 27974	Adjustment >= \$100	0067334803	JEH1410	AUTHORIZED	168239404	Refund Generated due to adjustment on Bill #0067334803-2021-2021-0000-00	Over Assessmen	07/05/2022	7/12/2022 10:38:15 AM	1843	Tax	(\$204.54)	\$0.00	(\$204.54)
GODFREY, ARTHUR DOUGLAS	GODFREY, ARTHUR DOUGLAS		127 UPTON RD	CAMDEN, NC 27921	Proration	0066399282	JFE2855	AUTHORIZED	168507780	Refund Generated due to proration on Bill #0066399282-2021-2021-0000-00	Tag Surrender	07/28/2022	8/1/2022 4:50:26 PM	1843	Tax	(\$309.98)	\$0.00	(\$309.98)
JACKSON, THOMAS LINDEN	JACKSON, THOMAS LINDEN		301 BEECHNUT AVE	SOUTH MILLS, NC 27976	Proration	0059947189	1444VN	AUTHORIZED	168507936	Refund Generated due to proration on Bill #0059947189-2021-2021-0000-00	Tag Surrender	07/28/2022	8/1/2022 4:50:26 PM	1843	Tax	(\$210.72)	\$0.00	(\$210.72)
JONES, KEITH MARCELLAS	JONES, KEITH MARCELLAS		272 MCPHERSON RD	SOUTH MILLS, NC 27976	Proration	0060967673	JES5800	AUTHORIZED	168507900	Refund Generated due to proration on Bill #0060967673-2021-2021-0000-00	Tag Surrender	07/28/2022	8/1/2022 4:50:26 PM	1843	Tax	(\$491.82)	\$0.00	(\$491.82)
MORRISSETTE REALTY GROUP LLC	MORRISSETTE REALTY GROUP LLC		115 HAVENWOOD DRIVE	CAMDEN, NC 27921	Proration	0065027930	LK2213	AUTHORIZED	168507770	Refund Generated due to proration on Bill #0065027930-2021-2021-0000-00	Tag Surrender	07/28/2022	8/1/2022 4:50:26 PM	1843	Tax	(\$406.00)	\$0.00	(\$406.00)

Submitted by Lisa S. Anderson Date 8-16-22  
 Lisa S. Anderson, Tax Administrator Camden County

Approved by Ross Munro Date 9-6-22  
 Ross Munro, Chairman, Camden County Board of Commissioners

## H. Daily Deposit Change

## Section 3 Cash Receipts &amp; Accounts Receivable

## 3-1 General

The Finance Office serves as a depository for cash receipts collected by other departments and also makes deposits for several County departments. The Cash Receipts and Accounts Receivable section is responsible for the crediting of receipts to proper revenue codes.

## 3-2 Deposits

State law requires that a deposit be made daily when monies collected add up to \$500. Departments with collections can maintain compliance with applicable state law by making deposits or by bringing their deposit to the Finance Office, no later than noon, for inclusion with the Office's daily deposit.

The deposit from the Finance Office is made daily; any deposit received after that time will be deposited the next business day. Departments that make their own deposit should forward the validated deposit slip to the Finance Office as soon as possible for credit to the appropriate revenue line item.

See below department instructions:

EACH DEPARTMENT IS RESPONSIBLE FOR SEPARATION OF DUTIES BETWEEN THOSE WHO DEPOSIT & POST PAYMENTS AND THE PERSON RESPONSIBLE TO OPEN MAIL.

## Finance Office:

Revenues received from other departments (Parks & Recreation, Senior Center, Planning, Inspections, Elections, Library and Extension) are received and deposited daily. Mail is received and opened by Human Resources or the Finance Officer, checks are stamped "For Deposit Only" and deposit is made at end of day.

## Register of Deeds:

As cash or checks are collected a duplicate cash register receipt is generated. Customer gets one and one is kept on file. Checks are stamped with "For Deposit Only" at time of receipt. The transaction, date, etc. is printed on the receipt. Collections are also recorded in a receipt log as well. When receipts amount to \$250 \$500 a deposit is made and the duplicate deposit slip is turned into the Finance Office. A report is turned into the Finance Office at the end of the month with a breakdown of the revenues. There is a \$100 change fund.

## Sheriff:

Duplicate deposit slips are turned into the Finance Office daily. Checks are marked "For Deposit Only" as received.

## Senior Center:

When fees are received they are turned into the Finance Office daily. If cash is paid, a receipt is hand written, if by check, the check is their receipt.

## Parks and Recreation:

Monies are received when they do a registration for participation. Receipts are hand written and the funds are turned into the Finance Office by the end of the day.

## Social Services:

Duplicate deposit slips are turned into the Finance Office daily. Checks are marked "For Deposit

Only" as received.

## Extension:

When funds are received they are received by that department and turned into the Finance Office by the end of the day.

## Library:

As fees are collected they are received and turned into the Finance Office weekly or by the end of the day if the amount collected exceeds \$250 is equal to \$500 or more. There is a \$50 change fund.

## Planning and Inspections:

As fees are collected they are received and turned into the Finance Office by the end of the day.

## Dismal Swamp Visitors Center Gift Shop:

Revenues are received by cash register receipt, checks marked "For Deposit Only" and deposits are made in accordance with the "Cash" Receipts Policy. Duplicate deposit receipts are turned into the Finance Office along with a breakdown report of sales and sales tax collected at the end of the month. There is an \$80 change fund.

## Elections:

When fees are collected, a receipt is written to the customer, and the funds are turned into the Finance Office by the end of the day.

## Tax Department:

Duplicate deposit slips are turned into the Finance Office daily. There is a \$300 petty cash fund which is reimbursed as needed. Checks are marked "For Deposit Only" as received.

## South Camden Water &amp; Sewer District:

Duplicate deposit slips are turned into the Finance Office daily. Checks are marked "For Deposit Only" as received.

## 3-3 Safeguarding of Assets

Every department should properly secure cash, checks and other funds until the daily deposit is made.

## 3-4 Endorsement

Checks to be deposited should be endorsed immediately with the bank deposit stamp to ensure safekeeping.

## 3-5 Returned Checks

All returned checks are sent to the Finance Office.

Collection is the responsibility of the department, which accepted the check. Each department should make a concentrated collection effort so that returned checks can be cleared from the system.

All returned checks should be charged a \$35.00 return check fee.



### § 159-32. Daily deposits.

(a) Except as otherwise provided by law, all taxes and other moneys collected or received by an officer or employee of a local government or public authority shall be deposited in accordance with this section. Each officer and employee of a local government or public authority whose duty it is to collect or receive any taxes or other moneys shall, on a daily basis, deposit or submit to a properly licensed and recognized cash collection service all collections and receipts. However, if the governing board gives its approval, deposits or submissions to a properly licensed and recognized cash collection service shall be required only when the moneys on hand amount to five hundred dollars (\$500.00) or greater. Until deposited or officially submitted to a properly licensed and recognized cash collection service, all moneys must be maintained in a secure location. All deposits shall be made with the finance officer or in an official depository. Deposits in an official depository shall be immediately reported to the finance officer by means of a duplicate deposit ticket. The finance officer may at any time audit the accounts of any officer or employee collecting or receiving taxes or other moneys, and may prescribe the form and detail of these accounts. The accounts of such an officer or employee shall be audited at least annually.

(b) The Secretary may, during an emergency declaration issued under G.S. 166A-19.20, set the amount of moneys on hand requiring daily deposits and may require deposits on less than a daily basis, provided the moneys are maintained in a secure location and deposited at least weekly. (1927, c. 146, s. 19; 1929, c. 37; 1939, c. 134; 1955, cc. 698, 724; 1971, c. 780, s. 1; 1973, c. 474, s. 27; 2017-204, s. 6.1(a); 2020-3, s. 4.28(a).)

## I. JCPC Contractor Agreement

### Independent Contractor Agreement

This Agreement entered into this 10 day of September, 2022, by and between the Board of County Commissioners of Camden County, ("Camden County"), and Rick Lyle ("Contractor").

In consideration of their mutual promises made herein, and for other good and valuable consideration, the parties hereby agree as follows:

#### 1. Scope of Work.

(a) Camden County engages the Contractor to furnish the work described in the Schedule attached to this Agreement at the times specified in the Schedule, and the Contractor agrees to furnish the work at the times specified in the Schedule.

(b) Contractor acknowledges that by prior knowledge and examination, Contractor understands the nature of the work, the environment, and the difficulties that may be incident to performing the Services.

(c) Contractor warrants that all Services under this Agreement shall be performed and completed in a safe, good and skillful manner by fully trained, skilled, competent and experienced personnel utilizing adequate equipment in good working order at all times.

(d) Contractor shall not employ in any work for Camden County any employee who is a minor or whose employment violates any labor, employment or other applicable laws.

#### 2. Price and Payment.

Camden County agrees to pay the Contractor in accordance with the price and payment terms set forth in the Schedule attached to this Agreement, and the Contractor agrees to accept such amounts as full payment for its work and to sign such waivers of lien, affidavits and receipts as Camden County shall request in order to acknowledge payment.

#### 3. Independent Contractor Relationship.

The Contractor is and at all times shall conduct itself as an independent contractor, and Contractor is not and shall not be considered or hold itself out or act as an employee, servant, agent, partner, or party in a joint venture with Camden County. Camden County shall determine the work to be done by the Contractor, but the Contractor shall determine the means by which to accomplish the work specified by Camden County. Camden County is

not responsible for withholding, and shall not withhold, FICA or taxes of any kind from any, payments that it owes the Contractor. Neither the Contractor nor its employees shall be entitled to receive any benefits which employees of Camden County are entitled to receive and shall not be entitled to workers' compensation, unemployment compensation, medical insurance, life insurance, paid vacations, paid holidays, pension, profit sharing, or Social Security on account of their work for Camden County.

#### 4. Term.

This Agreement is effective as of the date signed by both parties and shall continue in effect for a period of time specified to complete the project that is the subject of this Agreement and not to exceed the next ensuing June 30<sup>th</sup>, or until cancelled by either party upon not less than thirty (30) days written notice to the other party.

#### 5. Miscellaneous.

(a) If any terms of this Agreement shall be declared invalid, illegal or unenforceable for any reason or in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions hereof and this Agreement shall be construed as if such provision had never been contained herein.

(b) This agreement constitutes the entire agreement between the parties and supersedes any prior agreement between the parties.


(c) This Agreement may be amended only by a written instrument signed by both parties' contracting authority.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.


Board of County Commissioners of  
Camden County

Contractor

By:   
Chairman

By:   
Title: Teen Court Liaison

This instrument has been prepared  
in the manner required by the  
Local Government Budget and Fiscal Control Act.

  
Signature of Finance Officer

#### SCHEDULE TO INDEPENDENT CONTRACTOR AGREEMENT

##### A. SERVICES AND SCOPE OF WORK:

1. Description of Services, Materials and Other Items Supplied by Contractor:  
Serve as advisor for teen court program. Recruit and train student volunteers. Oversee trials as they occur. Minimum of one meeting per month with student volunteers.

2. Geographic Areas:  
Camden County, North Carolina

B. PRICE OR RATES AND PAYMENT TERMS FOR SERVICES:  
\$500

##### C. ADDITIONAL PROVISIONS:

## J. Trillium Landscaping Contract Agreement

NORTH CAROLINA  
CAMDEN COUNTY

#### AMENDMENT TO INTERLOCAL AGREEMENT FOR LANDSCAPING SERVICES

THIS AMENDMENT is entered into by and between **CAMDEN COUNTY** and **TRILLIUM HEALTH RESOURCES**, both political subdivisions of the State of North Carolina.

##### RECITALS

1. The parties previously entered into a written Interlocal Agreement for Landscaping services executed by both on February 8, 2022.
2. Pursuant to Section Four of the Agreement, the same may be amended only by a subsequent written and approved document.
3. At the time of execution of the original Agreement it was agreed, Trillium, would pay a yearly sum of \$3,316.00 as its one third share of landscaping services, the total sum being \$9,948.00.
4. The landscaping service retained by the parties has now raised its contract fee to \$10,584.00 effective July 1, 2022, thereby increasing Trillium's one third obligation from \$3,316.00 to \$3,528.00.

NOW, THEREFORE, for and in consideration of the mutual covenants expressed in the initial agreement and this amendment, it is hereby agreed between the parties as follows:

A. Effective July 1, 2022, and continuing throughout the term of the original agreement, unless otherwise amended, Trillium will pay to Camden County the sum of \$3,528.00 per annum as its one third share of landscaping services.

B. All other terms and conditions of the original agreement shall remain in full force and effect.

This the 5 day of September, 2022.

CAMDEN COUNTY  
By:  (SEAL)  
Erin Burke, County Manager

TRILLIUM HEALTH RESOURCES  
By:  (SEAL)  
Joy Futrell, CEO

Contract #	0124T-001-FY22
Cost Center #	6300
Line Item #	0440-68
Obligated	\$3,528

#### PRE AUDITS

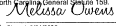
##### CAMDEN

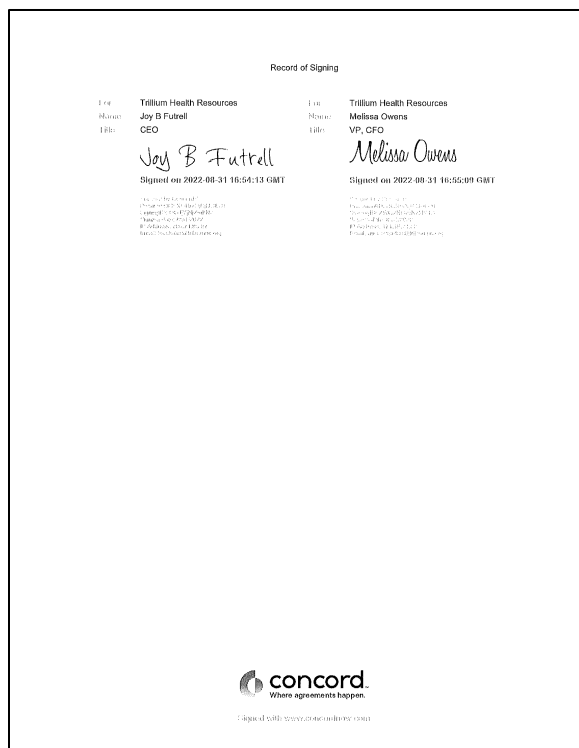
This instrument has been prepared  
in the manner required by the  
Local Government Budget and Fiscal Control Act.

  
Signature of Finance Officer

##### TRILLIUM

This instrument has been pre-audited by Trillium Health Resources  
in the manner required by the Local Budget and Fiscal Control Act,  
North Carolina General Statute 155.

By:   
Melissa Owens  
Finance Officer



#### K. Set Public Hearing – Zoning Map Amendment Application

Orange Pumpkin LLC has requested a map amendment for approximately 97 acres from the Rural Residential (RR) zoning district to the Suburban Residential (SR) zoning district. The 97 acres is currently being used for farmland, woods and two residential sites located at 242 Keeter Barn Rd in the South Mills Township. The neighborhood meeting was held on May 11, 2022. The Planning Board on August 17<sup>th</sup>, 2022 voted 3 to 1, recommending denial of the Rezoning Application.

The proposed zoning map amendment is consistent with the 2005 CAMA Future Land Use Plan which has the property identified as Low Density Residential (on 1-2 acre lots). The proposed zoning map amendment is consistent with the 2012 County's Comprehensive Future Land Use Map which has the property identified as One to Two Acre Rural Residential.

#### L. Set Public Hearing – Preliminary Plan Application

WH Chesapeake LLC is requesting Preliminary Plan review for The Meadows at North River Crossing Major Subdivision. The proposed subdivision consists of 23 single family lots located on the west side of Sandy Hook Rd and on the north side of Ditch Bank Rd and borders the existing subdivision North River Crossing. The two parcels consisting of 28.57 acres are located in the Shiloh township.

**Motion to approve the Consent Agenda as presented.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Clayton Riggs
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak

### ITEM 9. COUNTY MANAGER'S REPORT

County Manager Erin Burke included the following in her report:

- Completed One-to-One meetings with the Commissioners.
- Completed One-to-One meetings with departments heads, the Register of Deeds, and the Sheriff.
- Met with representatives from the South Mills Fire Department to discuss services.

- Met with Brain Parnell, the Emergency Management Director, to discuss Emergency Management services and debris management sites in the county. A new Emergency Management Ordinance is forthcoming and will likely be presented at the October Board of Commissioners' meeting.
- Attended the NCACC conference in Concord with Vice Chair Tiffney White and Commissioner Clayton Riggs.
- Met with finance and public works staff to discuss the status of ARPA funded capital projects.
- Attended the following meetings: Jail Board, Public Safety, Heritage Festival.
- Met with Dr. Ferrell and toured the School Facilities. Discussed immediate plans and future facilities plans.
- Drafted RFQ for completion of the Administration Complex.
- Drafted Use Policy for the Community Rooms of the Library Building. Anticipate presenting policy and fee schedule to the Board for review and approval at the October meeting.
- Worked with the County Attorney to draft the Purchase and Sale agreement for the "Sawyer Tract" on 343 adjacent to the Noblitt Tract for the construction of the new Camden High School.

Chairman Munro encouraged anyone who is interested in volunteering at the library or Senior Center to contact the County Manager. He also questioned Mrs. Burke concerning the plans of the schools in regard to facilities based on her tour of the schools with Dr. Ferrell. Mrs. Burke mentioned that when the new high school opens there will be shifting in the buildings in order to create new spaces, especially for Grandy Primary. She and Dr. Ferrell had discussed creating a working group to discuss facilities planning.

Chairman Munro stated that the Board would likely be willing to assist in acquiring portable classrooms to alleviate issues in regard to overcrowding.

#### **ITEM 10. COMMISSIONERS' REPORTS**

Commissioner Randy Krainiak announced that the Camden Heritage Festival will be Saturday, October 8<sup>th</sup> and encouraged everyone to participate and support the event.

#### **ITEM 11. INFORMATION, REPORTS & MINUTES FROM OTHER AGENCIES**

Provided for information only:

- Register of Deeds Report
- Library Report

#### **ITEM 12. OTHER MATTERS – Closed Session to Consider Closed Session Minutes**

**Motion to go into Closed Session to approve Closed Session minutes.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Ross Munro
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak

**Motion to approve the Closed Session minutes as presented.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Clayton Riggs
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak

**Motion to come out of Closed Session.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Tiffney White
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak

#### **ITEM 13. ADJOURN**

There being no further matters for discussion Chairman Munro adjourned the meeting at 8:02 PM.



ATTEST:

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Ross B. Munro, Chairman  
Camden County Board of Commissioners

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Karen M. Davis  
Clerk to the Board

DRAFT

Attachment: bocminutes\_090622 (BOC Meeting Minutes)



**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Consent Agenda**

<b>Item Number:</b>	7.B
<b>Meeting Date:</b>	October 03, 2022
<b>Submitted By:</b>	Stephanie Jackson, Finance Prepared by: Stephanie Jackson
<b>Item Title</b>	<b>Budget Amendments</b>
<b>Attachments:</b>	22-23 BA 012 Tourism Events Donation (DOC) BA 13 (PDF)

2022-23-BA012

**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, 2022.

**Section 1. To amend the General Fund as follows:**

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
15390400-402001	Private Donations	\$500	
Expenses			
154200-563300	Paddle to Border/Events	\$500	

**This Budget Amendment is made to appropriate funds from donations to the events expense.**

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 3<sup>rd</sup> day of October, 2022.**

\_\_\_\_\_  
Clerk to Board of Commissioners

\_\_\_\_\_  
Chairman, Board of Commissioners

Attachment: 22-23 BA 012 Tourism Events Donation (Budget Amendments)

2022-23-BA013

**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, 2022.

**Section 1. To amend the General Fund as follows:**

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
10399400-439900	Fund Balance Appropriated	\$72,000	
Expenses			
105100-574103	Capital Outlay- Vehicle	\$72,000	

**This Budget Amendment is made to appropriate funds from funds appropriated to capital outlay for new Sheriff vehicles.**

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 3<sup>rd</sup> day of October, 2022.**

\_\_\_\_\_  
Clerk to Board of Commissioners

\_\_\_\_\_  
Chairman, Board of Commissioners

Attachment: BA 13 (Budget Amendments)





# CAMDEN COUNTY SHERIFF'S OFFICE

SHERIFF J. KEVIN JONES

INTEGRITY • TRANSPARENCY • PROFESSIONALISM



TO: Erin Burke, County Manager

FROM: J. Kevin Jones, Sheriff

RE: Purchase of additional patrol vehicles

Greetings,

Law enforcement agencies across North Carolina and across our nation are experiencing issues ordering and securing patrol vehicles to utilize in day to day operations. We have been told by manufacturers that this is due to computer chip shortages from China, personnel issues and many other excuses as to why there is such a delay in obtaining patrol vehicles. Last fiscal year we ordered one Dodge Charger in July and received same in March. This delay creates a burden on small agencies, such as ours, in replacing worn out patrol vehicles and having vehicles for new employees to drive. Many larger agencies ordered numerous vehicles in mid-summer only to have their orders cancelled in March.

I am requesting a budget amendment for monies to be added to our current budget for the purchase of two vehicles. This will allow us to order vehicles now even if the delivery date is after January of 2023. The reason for this request is to keep from getting behind replacing older vehicles in our fleet in the event the vehicle manufactures are slow to deliver or cancel orders. This request is for two Dodge Charger pursuit vehicles. The Dodge Charger is superior to SUV patrol vehicles at high speed handling and they are cheaper in price. We have had good service from the "New" chargers we have purchased, only the used charges have created some of our mechanical issues.

We have also been informed that Chrysler is discontinuing the gasoline version of the Charger after 2023. The newer models will be electric. This may be the last chance to obtain a "Real" sedan for police use. If we order now and receive same after January, we can park them and "outfit" them with monies from the 2023/2024 budget. The price for two Chargers is \$71,700.78. See Attached. Thank you for your consideration in this matter.

Respectfully,

J. Kevin Jones, Sheriff

POST OFFICE BOX 57 — 117 HIGHWAY 343 NORTH • CAMDEN NORTH CAROLINA 27921  
OFFICE: 252.338.5046 FAX: 252.335.4300  
SCAN TO DOWNLOAD CCSO APP



Attachment: BA 13 (Budget Amendments)

# PERFORMANCE

## AUTOMOTIVE



DODGE

Jeep

RAM



## 2023 Dodge Charger Pursuit

North Carolina Statewide Vehicle Contract #202100002

### Category H - Law Enforcement Vehicles

Contract Term Dates: May 10, 2021 - May 9, 2023

### NC Government Agency



### Drivetrain Configurations

5.7L Hemi V-8	<input checked="" type="checkbox"/>	LDDE48	2023 Charger Pursuit, 5.7L Hemi V-8 RWD	\$ 35,328.69
3.6L V-6	<input type="checkbox"/>	LDEE48	2023 Charger Pursuit, 3.6L V-6 AWD	\$ 34,639.64

### NC70A Base Vehicle Configuration

#### Base Powertrain Configuration

LDDE48	5.7L Hemi V-8 MDS VVT Engine, 8 Speed Automatic Transmission	Base
LDEE48	3.6L V-6 24 Valve VVT Engine, 8 Speed Automatic Transmission	Base

#### Base Interior Configuration

Vinyl	Vinyl Floor Covering	Base
Front	Cloth Front Seat Covering	Base
C8/X9	Cloth Rear Seat Covering	Base

#### Base Package / Options

Wheels	Black Steel Wheels with Chrome Center Caps	Base
Tires	P225/60R18 BSW Performance Tires	Base
	Power Windows, Door Locks, Mirrors	Base
	Rear View Camera	Base
	140 MPH limited top speed	Base
	No Overhead Dome/Map Light - No Spotlight standard	Base
FOBS	2 Key FOBs Standard, Must order GXQ for additional FOBs	

Attachment: BA 13 (Budget Amendments)

Option Availability and Compatibility Vary

**USE THIS FORM AS A GUIDE**

Please Return to your Performance Representative For Confirmation

Seat/Trim Options		MSRP	6% Disc
<input checked="" type="checkbox"/>	C8/X5 HD Cloth Bucket Front Seat / Cloth Rear Seat	STD	STD
<input type="checkbox"/>	X5/X9 HD Cloth Bucket Front Seat / Vinyl Rear Seat	\$ 135	\$ 126.90
Functional Packages		MSRP	6% Disc
<input type="checkbox"/>	AEB Street Appearance Group	\$ 420	\$ 394.80
<input type="checkbox"/>	AHM Convenience Group I	\$ 540	\$ 507.60
<input type="checkbox"/>	AWC Fleet Safety Group	\$ 395	\$ 371.30
<input type="checkbox"/>	AYJ Max Flow Package	\$ 170	\$ 159.80
Interior Options		MSRP	6% Disc
<input type="checkbox"/>	CKD Carpet Floor Covering	\$ 140	\$ 131.60
<input type="checkbox"/>	LBG Overhead Map and Reading Lights	\$ 85	\$ 79.90
<input type="checkbox"/>	CUF Full Length Floor Console	\$ 330	\$ 310.20
<input type="checkbox"/>	UJG Uconnect 4 Radio with 7" Screen	\$ 995	\$ 935.30
<input checked="" type="checkbox"/>	FOB 2 Key Fobs Standard	STD	STD
<input checked="" type="checkbox"/>	GXQ Additional Non Keyed Alike FOBS (8 Total)	\$ 170	\$ 159.80
<input type="checkbox"/>	XFX Equipment Mounting Bracket	\$ 115	\$ 108.10
Exterior Options		MSRP	6% Disc
<input checked="" type="checkbox"/>	CAPS Black Steel Wheels with Chrome Center Caps	STD	STD
<input type="checkbox"/>	W8A 18" Wheel Covers (W8A 5 Spoke RWD, W8B Slotted AWD)	\$ 45	\$ 42.30
<input type="checkbox"/>	TYL 245/55R18 BSW Performance Tires	\$ 200	\$ 188.00
<input type="checkbox"/>	TBF Spare Tire Delete	\$ (90)	\$ (84.60)
<input type="checkbox"/>	TBH Full Spare Tire Relocation Bracket	\$ 165	\$ 155.10
<input type="checkbox"/>	GUK Power Heated Mirrors with Manual Fold Away	\$ 70	\$ 65.80
<input type="checkbox"/>	MDA Front License Plate Bracket	N/C	N/C
<input type="checkbox"/>	HGC Rear Shelf Silencer Insulation	\$ 45	\$ 42.30
Spotlight Options		MSRP	6% Disc
<input checked="" type="checkbox"/>	LNF Black Driver Side Spotlight (Halogen)	\$ 235	\$ 220.90
<input type="checkbox"/>	LNA Matching Passenger Side Spotlight (Halogen)	\$ 235	\$ 220.90
<input checked="" type="checkbox"/>	LNK LED Spotlight Bulb	\$ 150	\$ 141.00
Law Enforcement Options		MSRP	6% Disc
<input type="checkbox"/>	CUG Police Floor Console	\$ 840	\$ 789.60
<input type="checkbox"/>	CW6 Deactivate Rear Doors & Windows	\$ 85	\$ 79.90
<input type="checkbox"/>	LSA Security Alarm	\$ 165	\$ 155.10
<input type="checkbox"/>	MSY Delete Exterior Badging	N/C	N/C
<input type="checkbox"/>	XDG Passenger Side Ballistic Door Panel	\$ 2,635	\$ 2,476.90
<input type="checkbox"/>	XDV Driver's Side Ballistic Door Panel	\$ 2,635	\$ 2,476.90
<input type="checkbox"/>	CBT Steel Seat Back Panel Inserts	\$ 150	\$ 141.00
<input type="checkbox"/>	GXF Fleet Keyed Alike (Freq 1-GXF, Freq 2-GXA, Freq 3-GXE, Freq 4-GXG)	\$ 160	\$ 150.40

Additional Options			
<input type="checkbox"/>			\$ -
<input type="checkbox"/>			\$ -
<input type="checkbox"/>			\$ -
<input type="checkbox"/>			\$ -
<input type="checkbox"/>	Tier 1 Tier 1 Color Upcharge ( \$90 Per Car)		\$ 90.00
<input type="checkbox"/>	Tier 2 Tier 2 Color Upcharge (\$375 Per Car)		\$ 375.00

Attachment: BA 13 (Budget Amendments)

<input type="checkbox"/>	Tier 3	Tier 3 Color Upcharge (\$525 Per Car)		\$ 525.00
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Standard Colors:		Quantity
No Cost Colors		
<input type="checkbox"/>	PX8 Pitch Black Clear Coat	
<input type="checkbox"/>	PR3 TorRed Clear Coat	
<input checked="" type="checkbox"/>	PW7 Bright White Clear Coat	2.00
Tier 1 - Additional \$90 Per Car		
<input type="checkbox"/>	PAU Granite Pearl Coat	
<input type="checkbox"/>	PSE Triple Nickel Clear Coat	
<input type="checkbox"/>	PCA Frostbite	
<input type="checkbox"/>	PFQ F-8 Green	
Tier 2 - Additional \$375 Per Car		
<input type="checkbox"/>	PRV Octane Red Pearl Coat	
<input type="checkbox"/>	PVP Go Mango	
<input type="checkbox"/>	PEC Sinamon Stick	
Tier 3 - Additional \$525 Per Car		
<input type="checkbox"/>	PB8 Midnight Blue Pearl Coat	
<input type="checkbox"/>	P79 Michigan State Police Blue	
<input type="checkbox"/>	PB5 Electric Blue Pearl Coat	
<input type="checkbox"/>	P82 Ranger Clear Coat	

Enter Quantity Here

### Emergency Equipment/Lighting Upfit

<input type="checkbox"/>			
<input type="checkbox"/>			
<input type="checkbox"/>			
<input type="checkbox"/>			

Option Availability and Compatibility Vary

**USE THIS FORM AS A GUIDE**

Please Return to your Performance Representative For Confirmation

**Total Price Per Vehicle:** \$ 35,850.39

**Number Units This Spec:** 2.00

**Total this Order:** \$ 71,700.78

### Notes & Instructions:

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Attachment: BA 13 (Budget Amendments)

**Agency Information:**

Agency Name: NC Government Agency

Contact: Brandon Blount

Position: Resource Administrator

Address 1: 117 NC HWY 343 North

Address 2: P.O. Box 57

City, State, Zip: Camden, NC 27921

Office Phone: 252-338-5046

Cell Phone: 252-340-1328

Email: [bblount@camdencountync.gov](mailto:bblount@camdencountync.gov)**Amy Hill****Government & Fleet Sales**

605 Warsaw Road

Clinton, NC 28328

[ahill@ramclinton.com](mailto:ahill@ramclinton.com)

(336) 687-7964 Cell

**Dianne Nelms****Government & Fleet Sales**

605 Warsaw Road

Clinton, NC 28328

[dnelms@ramclinton.com](mailto:dnelms@ramclinton.com)

(910) 214-2956 Cell





**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Consent Agenda**

**Item Number:** 7.C  
**Meeting Date:** October 03, 2022  
**Submitted By:** Teri Smith,  
Taxes  
Prepared by: Teri Smith  
**Item Title** **DMV Monthly Report**  
**Attachments:** DMV Monthly Report Nov, 22 Renewals (PDF)  
**Summary:** DMV Monthly Report December, 22 Renewals Due 1/15/22  
**Recommendation:** Review and Approve

## STATE OF NORTH CAROLINA

## COUNTY OF CAMDEN

**TO:** The Tax Administrator of Camden County November, 22 Renewals Due 12/15/22

You are hereby authorized, empowered, and commanded to collect the taxes set forth in the tax records filed in the office of the Tax Administrator and in the tax receipts herewith delivered to you, in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be a first lien upon personal property of the respective taxpayers in the County of Camden, and this order shall be a full and sufficient authority to direct, require, and enable you to levy on and sell personal property of such taxpayers for and on account thereof, in accordance with the law.

<b>SOUTH MILLS</b>	<b>COURTHOUSE</b>	<b>SHILOH</b>	<b>TOTAL</b>
30,562.44	25,826.84	13,532.57	69,921.85

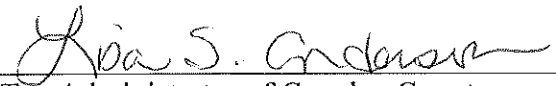
Witness my hand and official seal this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Chairman, Camden County Board of Commissioners

Attest:

\_\_\_\_\_  
Clerk to the Board of Commissioners of Camden County

This is to certify that I have received the tax receipts and duplicates for collection in the amounts as listed herein.

  
\_\_\_\_\_  
Tax Administrator of Camden County

Attachment: DMV Monthly Report Nov, 22 Renewals (DMV Monthly Report)





**Board of Commissioners**  
**AGENDA ITEM SUMMARY SHEET**

**Consent Agenda**

**Item Number:** 7.D

**Meeting Date:** October 03, 2022

**Submitted By:** Lisa Anderson, Tax Administrator  
Taxes  
Prepared by: Karen Davis

**Item Title** **Pickups, Releases & Refunds**

**Attachments:** Pickups, Releases & Refunds (PDF)

[illegible]



**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Consent Agenda**

**Item Number:** 7.E

**Meeting Date:** October 03, 2022

**Submitted By:** Teri Smith,  
Taxes  
Prepared by: Teri Smith

**Item Title**                      **Vehicle Refunds Over \$100.00**

**Attachments:**                      Refunds Over \$100.00 August, 22 (PDF)

**Summary:** Vehicle Refunds Over \$100.00 August, 22

**Recommendation:** Review and Approve

## REFUNDS OVER \$100.00



## North Carolina Vehicle Tax System

## NCVTS Pending Refund report

AUGUST, 22 REFUNDS OVER \$100.00

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Authorization Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
BAXTER-BARONAS, KELLY MEGAN	BAXTER-BARONAS, KELLY MEGAN	BARONAS, ROBERT JAMES JR	2351 EISENHOWER AVE	APT. 707	ALEXANDRIA, VA 22314	Proration	0041153146	SQRL	AUTHORIZED	170734932	Refund Generated due to proration on Bill #0041153146-2021-0000-00	Tag Surrender	08/17/2022	8/18/2022 8:34:14 AM	1843	Tax	(\$113.72)	\$0.00	(\$113.72)
															1	Tax	(\$1.31)	\$0.00	(\$1.31)
																		Refund	\$115.03
BUNDY, SAMANTHA INGRAM	BUNDY, SAMANTHA INGRAM	BUNDY, WAYNE MATTHEW	104 THOMAS POINTE RD		SHILOH, NC 27974	Proration	0065483719	HJC4043	AUTHORIZED	170659044	Refund Generated due to proration on Bill #0065483719-2021-0000-00	Tag Surrender	08/16/2022	8/18/2022 8:34:14 AM	1843	Tax	(\$219.93)	\$0.00	(\$219.93)
															3	Tax	(\$2.53)	\$0.00	(\$2.53)
																		Refund	\$222.46
FREDRICK, JASON BRADLEY	FREDRICK, JASON BRADLEY		126 LONG PINE RD		SOUTH MILLS, NC 27976	Adjustment >= \$100	0047092630	SAVANAH	AUTHORIZED	171579220	Refund Generated due to adjustment on Bill #0047092630-2021-0000-00	Military	08/31/2022	9/1/2022 2:45:11 PM	1843	Tax	(\$119.97)	\$0.00	(\$119.97)
															1	Tax	(\$1.38)	\$0.00	(\$1.38)
																		Refund	\$121.35
HAMBY, KIMBERLY DIANE	HAMBY, KIMBERLY DIANE		106 BILLETTS BRIDGE RD		CAMDEN, NC 27921	Proration	0048109949	FMV8371	AUTHORIZED	170659068	Refund Generated due to proration on Bill #0048109949-2021-0000-00	Tag Surrender	08/16/2022	8/18/2022 8:34:14 AM	1843	Tax	(\$145.87)	\$0.00	(\$145.87)
															2	Tax	(\$1.67)	\$0.00	(\$1.67)
																		Refund	\$147.54
JACKSON, STACEY HICKS	JACKSON, STACEY HICKS	JACKSON, ALYSSIA PAIGE	468 HORSESHOE RD		SOUTH MILLS, NC 27976	Proration	0064695749	JFA7980	AUTHORIZED	170659042	Refund Generated due to proration on Bill #0064695749-2021-0000-00	Tag Surrender	08/16/2022	8/18/2022 8:34:14 AM	1843	Tax	(\$147.73)	\$0.00	(\$147.73)
															1	Tax	(\$1.69)	\$0.00	(\$1.69)
																		Refund	\$149.42
JEFFRIES, SAMUEL OWEN	JEFFRIES, SAMUEL OWEN		201 SPENCERS AVE		SOUTH MILLS, NC 27976	Adjustment >= \$100	0063486765	TAT4180	AUTHORIZED	170734870	Refund Generated due to adjustment on Bill #0063486765-2021-0000-00	Military	08/17/2022	8/18/2022 8:34:25 AM	1843	Tax	(\$246.19)	\$0.00	(\$246.19)
															1	Tax	(\$2.83)	\$0.00	(\$2.83)
																		Refund	\$249.02
JEFFRIES, SAMUEL OWEN	JEFFRIES, SAMUEL OWEN		201 SPENCERS AVE		SOUTH MILLS, NC 27976	Adjustment >= \$100	0066611547	KAP2912	AUTHORIZED	170648674	Refund Generated due to adjustment on Bill #0066611547-2021-0000-00	Military	08/15/2022	8/18/2022 8:34:26 AM	1843	Tax	(\$247.94)	(\$12.40)	(\$260.34)
															1	Tax	(\$2.85)	(\$0.14)	(\$2.99)
																		Refund	\$263.33
MARCHBANKS, GWENDAL MICHALE	MARCHBANKS, GWENDAL MICHALE	MARCHBANKS, ROBERT KEITH	144 LAUREN LN		CAMDEN, NC 27921	Proration	0053446580	HJ3247	AUTHORIZED	170659074	Refund Generated due to proration on Bill #0053446580-2021-0000-00	Tag Surrender	08/16/2022	8/18/2022 8:34:14 AM	1843	Tax	(\$171.54)	\$0.00	(\$171.54)
															3	Tax	(\$1.97)	\$0.00	(\$1.97)
																		Refund	\$173.51
MARTIN, CHRISTOPHER DALE	MARTIN, CHRISTOPHER DALE		112 CAROLINA RD		SOUTH MILLS, NC 27976	Proration	0057826479	BT1612	AUTHORIZED	171579320	Refund Generated due to proration on Bill #0057826479-2021-0000-00	Tag Surrender	08/31/2022	9/1/2022 2:45:00 PM	1843	Tax	(\$197.71)	\$0.00	(\$197.71)
															1	Tax	(\$2.27)	\$0.00	(\$2.27)
																		Refund	\$199.98
MARTIN, CHRISTOPHER DALE	MARTIN, CHRISTOPHER DALE	MARTIN, KRYSTAL DIANE	112 CAROLINA RD		SOUTH MILLS, NC 27976	Proration	0052427776	CM14127	AUTHORIZED	171579314	Refund Generated due to proration on Bill #0052427776-2021-0000-00	Tag Surrender	08/31/2022	9/1/2022 2:45:00 PM	1843	Tax	(\$279.22)	\$0.00	(\$279.22)
															1	Tax	(\$3.21)	\$0.00	(\$3.21)
																		Refund	\$282.43
MIZELL, JOHNNIE RAY JR	MIZELL, JOHNNIE RAY JR		510 HORSESHOE RD		SOUTH MILLS, NC 27976	Adjustment >= \$100	0066206225	CN39113	AUTHORIZED	171474602	Refund Generated due to adjustment on Bill #0066206225-2021-0000-00	Over Assessment	08/30/2022	9/1/2022 2:45:11 PM	1843	Tax	(\$190.27)	\$0.00	(\$190.27)
															1	Tax	(\$2.18)	\$0.00	(\$2.18)
																		Refund	\$192.09
VANTURE, MARSHA NEWBERN	VANTURE, MARSHA NEWBERN		106 EDNEY CREEK CT		SOUTH MILLS, NC 27976	Proration	0067640986	RDY1228	AUTHORIZED	170734954	Refund Generated due to proration on Bill #0067640986-2022-0000-00	Tag Surrender	08/17/2022	8/18/2022 8:34:14 AM	1843	Tax	(\$232.87)	\$0.00	(\$232.87)
															1	Tax	(\$2.68)	\$0.00	(\$2.68)
																		Refund	\$235.55
WESLEY, ALBERT CARL	WESLEY, ALBERT CARL	WESLEY, RHONDA LILJEGREN	4915 SOUTHPOINT WAY		FULSHEAR, TX 77441	Proration	0020535574	JMU74	AUTHORIZED	171579342	Refund Generated due to proration on Bill #0020535574-2021-0000-00	Tag Surrender	08/31/2022	9/1/2022 2:45:01 PM	1843	Tax	(\$120.34)	\$0.00	(\$120.34)
															3	Tax	(\$1.38)	\$0.00	(\$1.38)
																		Refund	\$121.72

Submitted by Lisa S. Anderson Date 9-9-22  
 Lisa S. Anderson, Tax Administrator Camden County

Approved by Ross Munro Date \_\_\_\_\_  
 Ross Munro, Chairman Camden County Board of Commissioners





**Board of Commissioners**  
**AGENDA ITEM SUMMARY SHEET**

**Consent Agenda**

**Item Number:** 7.F  
**Meeting Date:** October 03, 2022  
**Submitted By:** Stephanie Jackson,  
Finance  
Prepared by: Karen Davis

**Item Title** Senior Center General Purpose Funding FY 22-23

**Attachments:** Senior Center General Purpose Funding (PDF)

**Summary:**

State appropriation for Senior Centers through the 2022 Session of the NC General Assembly - Senior Center General Purpose Funding; Fiscal Year 2020-2021 Application.

**Recommendation:**

Approval.

STATE APPROPRIATION FOR SENIOR CENTERS THROUGH  
THE 2022 SESSION OF THE  
NC GENERAL ASSEMBLY

SENIOR CENTER GENERAL PURPOSE FUNDING

FY 2022-2023 APPLICATION PACKET

Albemarle Commission Area Agency on Aging  
512 S Church Street  
Hertford, NC 27944

Camden County Center for Active Adults  
P.O. Box 190  
Camden, NC 27921

The Albemarle Commission Area Agency on Aging reserves the right to request additional information, references, to accept or reject any or all proposals to waive technicalities, to accept proposals in whole or in part, and to award a contract(s) which, in the opinion of the grantee, best serves the older adults.

## SENIOR CENTER GENERAL PURPOSE FUNDING

### Introduction and Instructions

The Albemarle Commission Area Agency on Aging is pleased to announce the availability of funds for use by senior centers to support and develop programming and general operations or to construct, renovate, or maintain senior center facilities. \$1,265,309 in general purpose funding was allocated for senior centers for the current fiscal year. This funding is allocated to the Area Agencies on Aging for distribution to the centers within the region which provide full time programs or will utilize the funding to develop full time programs. Across the state 170 senior centers or developing senior centers will be funded.

The Division of Aging and Adult Services has worked hard to enhance and expand the statewide certification process for senior centers with standards that encourage centers across the state to strive for levels of 'merit' or 'excellence'. An intent of the certification process has been to increase base funding for those who have successfully completed the process. This ensures that funding is being well spent on readily identifiable programs and services and provides an incentive for centers that make investments to meet certification requirements. Therefore, in order to provide an incentive to work toward certification, and to reward those who achieve it, the Division has decided to fund senior centers equally, based upon their certification status. Centers of Merit will receive two shares of the funding of non-certified centers and Centers of Excellence will receive three times the funding of non-certified centers. The objectives for this year are to:

- Allocate funding equally to every center, based upon certification status;
- Require documentation and accountability for the use of funding, and;
- Provide incentives for centers to improve themselves through certification.

Again, this year it has been decided to divide the annual appropriation into *shares* based on the total number of senior centers as determined by the Area Agencies on Aging plus extra shares for each senior center which

meets certification status. Uncertified, identified centers will receive one share.

For FY 2022-2023, total funding available to the counties in Region R will amount to \$54,886. Effective period: July 1, 2022-June 30, 2023.

Your center is eligible to receive:

<b>FY 22-23</b>	Senior Center General Purpose Funding	<u>\$3,676</u>
	Local Match (25%)	<u>\$1,225</u>
	<b>TOTAL</b>	<u><b>\$4,901</b></u>

It is the responsibility of the applicant to certify the availability of the local match. The funds require a 25% local match. The funds must be spent first before reimbursed and before June 30, 2023. Therefore, projected June expenditures must be reported with May services reported in June otherwise the unutilized portion of your allocation will revert to the state.

Application submissions should include:

- (1) A completed description of proposed activities (add additional pages as needed).
- (2) Certification of the availability of local match.
- (3) A budget for senior center general purpose activities.



## APPLICATION FOR SENIOR CENTER GENERAL PURPOSE FUNDING

Applicant InformationDate: Sept 7, 2022Project Name: Camden County Center for Active AdultsName of Project Director: Laura L. JolleyTelephone Number: 252-335-2569 FAX: 252-331-5621E-Mail: ljolley@camdencountync.govName and Address of Applicant: Laura L. Jolley / Camden County Center for Active Adults  
P.O. Box 190, Camden NC 27921Type of Agency Applying: Private-Non-Profit \_\_\_\_\_  
Public ☒ \_\_\_\_\_Location of Project: Camden County, NC  
(county)

## ASSURANCES

Camden Center for Active Adults (hereinafter referred to as "Subgrantee") HEREBY AGREES THAT it will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color, or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; and (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), which prohibits discrimination on the basis of handicaps.

 \_\_\_\_\_  
 Signature and Title of Authorized Official  
 [e.g., Director, Board Chairman]

 \_\_\_\_\_  
 Date

Attachment: Senior Center General Purpose Funding (Senior Center General Purpose Funding FY 22-23)

# CERTIFICATION OF THE AVAILABILITY OF REQUIRED NON-FEDERAL MATCH FOR SENIOR CENTER GENERAL PURPOSE FUNDING

It is understood that the following required 25 percent non-federal match will be used to match Senior Center General Purpose funds in FY 22-23 and will not be used to match any other federal or state funds during the contract period.

The provider shall expend the award in keeping with the attached project description indicating how funding will be utilized. Funding will not be disbursed until this application is received and approved by the Area Agency on Aging. The contractor shall make a final report indicating how funding was utilized in a format provided by the Area Agency on Aging.

FY 22-23

Budget Request \$ 3676.00

Example only:

non certified center: \$3,676

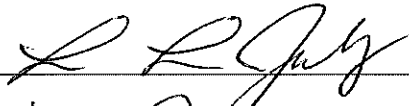
Required 25% Match \$ 1225.00

divided by .75=\$4,901  
[Total projected budget]

Total FY 22-23

Projected Budget \$ 4901.00  
(up to the amount of the grant)

\$4,901 minus \$3,676=  
\$1,225 [local match]

Authorized Signature: 

Title: Senior Center Coordinator

Date: Sept 7, 2022

## SENIOR CENTER GENERAL PURPOSE PROJECT DESCRIPTION

1. Senior Center to receive funding: Camden County Center for Active Adult
  2. Amount of funding: \$4901.00
  3. Area served by Senior Center: Camden County, NC.
- 

4. Describe how the funding will be spent:

Funding will be used for the Camden County Center for Active Adults activities and participant Supplies.

STATE APPROPRIATIONS FOR SENIOR CENTER BUDGET INFORMATION  
STATE FISCAL YEAR 2022-23

Organization Name: Camden County Center for Active Adults  
 Senior Center Name: Camden County Center for Active Adults  
 Address: P.O. Box 190 / 117 N. Hwy 343, Camden, NC 27921  
 Period Covered: July 1, 2022 - June 30, 2023 Date Prepared: Sept 7, 2023

OBJECTS OF EXPENDITUREAMOUNT

Salary and Fringe Benefits	\$ _____
Supplies/Other Operating Costs	\$ <u>4,901.00</u>
Equipment	\$ _____
Capital Outlay (Real Estate, Construction, Renovation)	\$ _____
Other _____	\$ _____
TOTAL BUDGET (Including local match) (Up to grant amount, only)	\$ <u>4,901.00</u>

Each organization that receives, uses, or expends any state funds shall use or expend the funds only for the purposes for which they were appropriated by the General Assembly or collected by the State. State funds include federal funds that flow through the state. If the contractor is a governmental entity, such entity is subject to the provisions of the requirements of OMB Uniform Guidance 2 CFR Part 200 and the NC Single Audit Implementations Act. If the Contractor is a non-governmental entity, such entity is subject to the provisions of G.S. 143C-6-23. Additionally, any non-governmental entity except a for-profit corporation is subject to the provisions of OMB Uniform Guidance 2 CFR Part 200.

AUTHORIZED SIGNATURE: [Signature]  
 TITLE: Executive Director DATE: 09/08/22

Attachment: Senior Center General Purpose Funding (Senior Center General Purpose Funding FY 22-23)

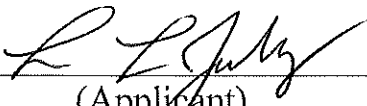
**ASSURANCE OF COMPLIANCE WITH SECTION 504 OF  
THE REHABILITATION ACT OF 1973**

Camden County Center for Active Adults (hereinafter referred to as "Subgrantee") **HEREBY AGREES THAT** it will comply with Section 504 of the Rehabilitation Act of 1973 (P.L. 93-112) and all requirements imposed by or pursuant to the Regulation of the Department of Health, Education, and Welfare (45 CFR 84) issued pursuant to that Section, to the end that, in accordance with Section 504 of that Act and the Regulation, no person in the United States shall, on the basis of handicap, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Subgrantee receives Federal, financial assistance from the State of North Carolina, Department of Human Resources, Division of Aging and Adult Services, a recipient of Federal financial assistance from the Department (Grantor); and Hereby Gives Assurance that it will immediately take any measures necessary to effectuate this agreement.

If any real property or structure thereon is provided or improved with the aid of Federal financial assistance extended to the Subgrantee by the Grantor, this assurance shall obligate the Subgrantee, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision or similar services or benefits. If any personal property is so provided, this assurance shall obligate the Subgrantee for the period during which the Federal financial assistance is extended to it by the Grantor.

**THIS ASSURANCE** is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, contracts, property, discounts or other Federal financial assistance extended after the date hereof to the Subgrantee by the Grantor, including installment payments after such date on account of applications for Federal financial assistance which were approved before such date. The Subgrantee recognizes and agrees that such Federal financial assistance will be extended in reliance on the representations and agreements made in this assurance, and that the grantor or the United States or both shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the Subgrantee, its successors, transferees, and assignees, and the person or persons whose signature(s) appear below are authorized to sign this assurance on behalf of the Subgrantee.



Dated Sept. 7, 2022   
(Applicant)

Applicant's Mailing Address:

P.O. Box 190

Camden, NC 27921

By: \_\_\_\_\_  
(President, Board Chairperson or  
Comparable Authorized Official)

**ASSURANCE OF COMPLIANCE WITH THE DEPARTMENT  
OF HEALTH AND HUMAN SERVICES REGULATION UNDER  
TITLE VI OF THE CIVIL RIGHTS ACT OF 1964**

Camden County Center for Active Adults (hereinafter referred to as "Applicant").

**HEREBY AGREES THAT** it will comply with Title VI of the Civil Rights Act of 1964 (P.L. 88-352) and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 CFR Part 80) issued pursuant to that Title, to the end that, in accordance with Title VI of that Act and the Regulation, no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discriminate under any program or activity for which the Applicant receives Federal financial assistance from the Department; and **HEREBY GIVES ASSURANCE THAT** it will immediately take any measures necessary to effectuate this Agreement.

If any real property or structure thereon is provided or improved with the aid of Federal financial assistance extended to the Applicant by the Department, this assurance shall obligate the Applicant, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision or similar services or benefits. If any personal property is so provided, this assurance shall obligate the Applicant for the period during which it retains ownership or possession of the property. In all cases, this assurance shall obligate the Applicant for the period during which the Federal Assistance is extended to it by the Department.

**THIS ASSURANCE** is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, contracts, property, discounts or other Federal financial assistance extended after the date hereof to the Applicant by the Department, including installment payments after such date on account of applications for Federal financial assistance which were approved before such date. The Applicant recognizes and agrees that such Federal financial assistance will be extended in reliance on the representations and agreements made in this assurance, and the United States shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the Applicant, its successors, transferees, and assignees, and the person or persons whose signature(s) appear below are authorized to sign this assurance on behalf of the Applicant.

Dated Sept. 7, 2022 L L J  
(Applicant)

Applicant's Mailing Address:

P.O. Box 190

Camden, NC 27921


By: \_\_\_\_\_  
(President, Board Chairperson or  
Comparable Authorized Official)

# AGREEMENT OF UNDERSTANDING BETWEEN AGENCIES

Agency: Camden County Center for Active Adults

Telephone#: (252) 335-2569

Address: P.O. Box 190 / 117 N Hwy 343, Camden NC 27921

Director: 

AND

Agency: **Albemarle Commission**  
Address: **512 S Church Street**  
**Hertford, NC 27944**

Telephone#: **(252) 426-5753**

Executive Director: **Michael Ervin**

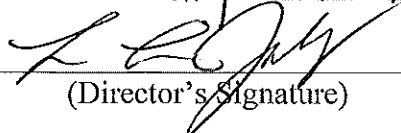
In an effort to enhance the overall effectiveness of services provided to older adults of Camden County, the above-named agencies agree to share, when appropriate, pertinent information which may serve to improve the quality of life for older adults.

The Memorandum of Understanding serves to incorporate the following mutual components:

1. Provide information concerning services/programs for older adults and any related eligibility requirements.
2. When appropriate, assist with identifying and referring clients who may be in need of services not provided by the referring agency.
3. When appropriate, inform proper agency representatives of any changes related to services provided.
4. Provide, upon request, personnel to explain aging programs, services, etc.
5. Share, when appropriate, concerns, questions or suggestions relative to services provided.

The persons responsible for implementing and monitoring this Agreement of Understanding are:

Agency: Camden County Center for Active Adults Agency: **Albemarle Commission**

  
(Director's Signature)

\_\_\_\_\_  
(Executive Director's Signature)

## ALBEMARLE COMMISSION GRANT AGREEMENT FOR SENIOR CENTER GENERAL PURPOSE FUNDS

This Agreement is made and entered into **July 1, 2022** and ending **June 30, 2023**, between the Albemarle Commission, hereinafter referred to as “AC” and the Camden County Center for Active Adults, hereinafter referred to as the “Grantee”.

Subject to the terms and conditions hereinafter set forth and attached to this document, the AC agrees to grant **Senior Center General Purpose Funds** to the Grantee for the purpose which is described herein and attached to this document.

A line-item accounting showing how these grant funds with a **25%** local match were expended shall be submitted to the AC. Documentation in the form of paid invoices shall also be submitted.

As compensation, the AC shall reimburse Grantee upon receipt of detailed invoices to include dates, vendors, costs and purchases. Total funds for this grant must not exceed **\$3,676** of State funds.

**Hold Harmless:** The Grantee shall be considered to be an independent contractor with responsibility for maintaining their own insurance to cover any job-related injuries. This Agreement is not intended nor to be construed as an employer/employee arrangement.

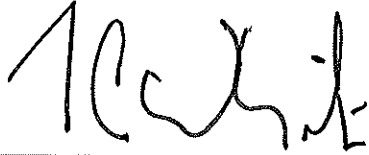
**Conflict of Interest:** The Grantee covenants that it presently has no interest and shall not acquire any interest, directly or indirectly, which would conflict in any manner or degree with the performance of services required to be performed under this Agreement. The Grantee further covenants that, in the performance of this Agreement, no person having any such interest shall be employed.

**Interest of Members of AC and Others:** No officer, member, or employee of AC, and no member of its governing body, and no other public official of the governing body of the locality or localities in which the project is situated or being carried out who exercises any functions or responsibilities in the review or approval of this project, shall participate in any decision relating to this Agreement which affects his or her personal interest or have any personal or pecuniary interest, direct or indirect, in this Agreement or the proceeds thereof.

By signature, each party agrees to the terms contained herein and the Grantee further certifies that such terms do not represent a conflict of interest.



Grantee:



09/08/22

Signature

Date

Grantee:

Name and Title of Signatory Official

Albemarle Commission Executive Director

Date

Albemarle Commission AAA Director

Date

This instrument has been preaudited  
in the manner required by the Local Government Budget  
and Fiscal Control Act

Albemarle Commission Finance Officer

Date



## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### Consent Agenda

**Item Number:** 7.G  
**Meeting Date:** October 03, 2022  
**Submitted By:** Karen Davis, Clerk to the Board  
 Board of Commissioners  
 Prepared by: Karen Davis

**Item Title** **Records Retention and Disposition Schedule**

**Attachments:** Retention Schedule (PDF)

### **Summary:**

The Records Retention and Disposition Schedule for Local Government Agencies has been updated by the NC Department of Natural and Cultural Resources, Division of Archives and Records, Government Records Section.

The General Records Schedule can be viewed at the following link and a copy is available for review in the Clerk's office: <https://archives.ncdcr.gov/media/1066/open>

### **Recommendation:**

Approval.

## 2021 General Records Schedule: Local Government Agencies

The records retention and disposition schedules and retention periods governing the records series listed herein are hereby approved. This approval extends to and includes the following standards in the **2021 General Records Schedule: Local Government Agencies**:

1. Administration and Management Records
2. Budget, Fiscal, and Payroll Records
3. Geographic Information System Records
4. Human Resources Records
5. Information Technology Records
6. Legal Records
7. Public Relations Records
8. Risk Management Records
9. Workforce Development Records

In accordance with the provisions of Chapters 121 and 132 of the *General Statutes of North Carolina*, it is agreed that the records do not and will not have further use or value for official business, research, or reference purposes after the respective retention periods specified herein and are authorized to be destroyed or otherwise disposed of by the agency or official having custody of them without further reference to or approval of either party to this agreement.

### **Destructions**

G.S. § 121-5 authorizes the Department of Natural and Cultural Resources to regulate the destruction of public records. Furthermore, the local government agency agrees to comply with 07 NCAC 04M .0510 when deciding on a method of destruction. The North Carolina Administrative Code states:

“(a) Paper records which have met their required retention requirements and are not subject to legal or other audit holds should be destroyed in one of the following ways:

1. burned, unless prohibited by local ordinance;
2. shredded, or torn up so as to destroy the record content of the documents or material concerned;
3. placed in acid vats so as to reduce the paper to pulp and to terminate the existence of the documents or materials concerned; or
4. sold as waste paper, provided that the purchaser agrees in writing that the documents or materials concerned will not be resold without pulverizing or shredding the documents so that the information contained within cannot be practicably read or reconstructed.

(b) When used in an approved records retention and disposition schedule, the provision that electronic records are to be destroyed means that the data and metadata are to be overwritten, deleted, and unlinked so the data and metadata may not be practicably reconstructed.

(c) When used in an approved records retention and disposition schedule, the provision that confidential records of any format are to be destroyed means the data, metadata, and physical media are to be destroyed in such a manner that the information cannot be read or reconstructed under any means.”

All local government agencies should maintain logs of their destructions either in the minutes of their governing board or in their Records Management file. Confidential records will be destroyed in such a manner that the records cannot be practicably read or reconstructed.

***Public records, including electronic records, not listed in this schedule are not authorized to be destroyed.***

### **Audits and Litigation Actions**

Records subject to audit or those legally required for ongoing official proceedings must be retained until released from such audits or official proceedings, notwithstanding the instructions of this schedule.

### **Electronic Records**

All local government agencies and the Department of Natural and Cultural Resources concur that the long-term and/or permanent preservation of electronic records requires additional commitment and active management by the agency. Agencies agree to comply with all policies, standards, and best practices published by the Department of Natural and Cultural Resources regarding the creation and management of electronic records.

Local government agencies should consider retention requirements and disposition authorities when designing and implementing electronic records management systems. Any type of electronically-created or electronically-stored information falls under the North Carolina General Assembly's definition of public records cited above. For example, e-mail, text messages, blog posts, voicemails, websites, word processing documents, spreadsheets, databases, and PDFs all fall within this definition of public records. In addition, G.S. § 132-6.1(a) specifies:

“Databases purchased, leased, created, or otherwise acquired by every public agency containing public records shall be designed and maintained in a manner that does not impair or impede the public agency's ability to permit the public inspection and examination of public records and provides a means of obtaining copies of such records. Nothing in this subsection shall be construed to require the retention by the public agency of obsolete hardware or software.”

Local government agencies may scan any paper record and retain it electronically for ease of retrieval. If an agency wishes to destroy the original paper records before their assigned retention periods have been met, the agency must establish an electronic records policy, including putting into place procedures for quality assurance and documentation of authorization for records destructions approved by the Government Records Section. This electronic records policy and releases for destruction of records must be approved by the Government Records Section. Agencies should be aware that for the purpose of any audit, litigation, or public records request, they are considered the records custodian obligated to produce requested records, even if said records are being maintained electronically by an outside vendor. Therefore, contracts regarding electronically stored information should be carefully negotiated to specify how records can be exported in case a vendor goes out of business or the agency decides to award the contract to a different vendor.

### **Reference Copies**

All local government agencies and the Department of Natural and Cultural Resources agree that certain records series possess only brief administrative, fiscal, legal, research, and reference value. These records series have been designated by retention periods that allow these records to be destroyed when “*reference value ends*.” All local government agencies hereby agree that they will establish and enforce internal policies setting minimum retention periods for the records that Natural and Cultural Resources has scheduled with the disposition instruction “*destroy when reference value ends*.” If a local government agency does not establish internal policies and retention periods, the local government agency is not complying with the provisions of this retention schedule and is not authorized by the Department of Natural and Cultural Resources to destroy the records with the disposition instruction “*destroy when reference value ends*.”

### **Record Copy**

A record copy is defined as “The single copy of a document, often the original, that is designated as the official copy for reference and preservation.”<sup>1</sup> The record copy is the one whose retention and disposition is mandated by this schedule; all additional copies are considered reference or access copies and can be destroyed when their usefulness expires. In some cases, postings to social media may be unofficial copies of information that is captured elsewhere as a record copy (e.g., a press release about an upcoming agency event that is copied to various social media platforms). Appropriately retaining record copies and disposing of reference copies requires agencies to

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<sup>1</sup> Society of American Archivists, *Dictionary of Archives Terminology*.

designate clearly what position or office is required to maintain an official record for the duration of its designated retention period.

### **Transitory Records**

Transitory records are defined as “record[s] that [have] little or no documentary or evidential value and that need not be set aside for future use.”<sup>2</sup>

North Carolina has a broad definition of public records. However, the Department of Natural and Cultural Resources recognizes that some records may have little or no long-term documentary or evidential value to the creating agency. These records are often called transitory records. They may be disposed of according to the guidance below. However, all public employees should be familiar with their appropriate retention schedule and any other applicable guidelines for their office. If there is a required retention period for these records, that requirement must be followed. When in doubt about whether a record is transitory or whether it has special significance or importance, retain the record in question and seek guidance from a DNCR records analyst.

Routing slips and transmittal sheets adding no information to that contained in the transmitted material have minimal value after the material has been successfully transmitted. These records may be destroyed or otherwise disposed of after receipt of the material has been confirmed. Similarly, “while you were out” slips, memory aids, and other records requesting follow-up actions (including voicemails and calendar invites) have minimal value once the official action these records are supporting has been completed and documented. These records may be destroyed or otherwise disposed of once the action has been resolved.

Drafts and working papers, including notes and calculations, are materials gathered or created to assist in the creation of another record. All drafts and working papers are public records subject to all provisions of Chapter 132 of the General Statutes, but many of them have minimal value after the final version of the record has been approved, and may be destroyed after final approval, if they are no longer necessary to support the analysis or conclusions of the official record. Drafts and working documents that may be destroyed after final approval include:

- Drafts and working papers for internal and external policies
- Drafts and working papers for internal administrative reports, such as daily and monthly activity reports;
- Drafts and working papers for internal, non-policy-level documents, such as informal workflows and manuals; and
- Drafts and working papers for presentations, workshops, and other explanations of agency policy that is already formally documented.

Forms used solely to create, update, or modify records in an electronic medium may be destroyed in office after completion of data entry and after all verification and quality control procedures, so long as these records are not required for audit or legal purposes. However, if the forms contain any analog components that are necessary to validate the information contained on them (e.g., a signature or notary’s seal), they must be retained according to the disposition instructions for the records series encompassing the forms’ function.

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<sup>2</sup> Ibid.





**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Consent Agenda**

**Item Number:** 7.H  
**Meeting Date:** October 03, 2022

**Submitted By:** Lisa Anderson, Tax Administrator  
Taxes  
Prepared by: Lisa Anderson

**Item Title** **Order of the BOC**

**Attachments:** ordertocollect taxes20220926171023124 (PDF)

**Summary:** Order to collect 2022 taxes

**Recommendation:** Review and approve

NORTH CAROLINA  
CAMDEN COUNTY

ORDER OF THE BOARD OF COMMISSIONERS  
IN ACCORDANCE WITH G.S. 105-321  
FOR THE COLLECTION OF  
2022 TAXES

TO: THE TAX ADMINISTRATOR OF CAMDEN COUNTY

You are hereby authorized, empowered and commanded to collect the taxes set forth in the 2022 tax records filed in the office of the Camden County Tax Administrator, and in the tax receipts herewith delivered to you in the amounts and from the taxpayers likewise therein set forth. You are further authorized, empowered and commanded to collect the 2022 taxes charged and assessed as provided by law for adjustments, changes and additions to the tax records and tax receipts delivered to you which are made in accordance with law. Such taxes are hereby declared to be a first lien on all real property of the respective taxpayers in Camden County, and this order shall be a full and sufficient authority to direct, require and enable you to levy on and sell any real or personal property of such taxpayers, for and on account thereof, in accordance with law.

WITNESS my hand and official seal, this 3<sup>th</sup> day of October, 2022.

\_\_\_\_\_  
Chairman  
Camden County Board of Commissioners

ATTEST:

\_\_\_\_\_  
Clerk  
Camden County Board of Commissioners

Attachment: ordertocollect taxes20220926171023124 (Order to Collect 2022 Taxes)



# Board of Commissioners

## AGENDA ITEM SUMMARY SHEET

## Consent Agenda

**Item Number:** 7.I  
**Meeting Date:** October 03, 2022  
**Submitted By:** Amber Curling,  
 Planning & Zoning  
 Prepared by: Karen Davis

Item Title	Set Public Hearing - Zoning Map Amendment
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**Attachments:** 1\_ 20221003\_AgendaSummary\_SandyHookRezoning (DOCX)  
2\_ 2022\_10\_03\_StaffReport (DOCX)  
3\_Applications (PDF)  
4\_SummaryVCtoNR (PDF)

Agenda summary and supporting documentation attached.

**Camden County Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Meeting Date:** October 3, 2022

**Attachments:** Staff Report, Applications and Use Comparison Table

**Submitted By:** Planning Department

**Item Title:** Request for Zoning Map Amendment 887, 885, 883, 921, 921A, 907 and 919  
Sandy Hook Road

**Summary:**

Various Owners are requesting a map amendment for 7 parcels in the 800 and 900 block of Sandy Hook Road from Village Commercial (VC) to Neighborhood Residential (SR). All parcels are located in the Shiloh Township.

On September 21, 2022, the Planning Board recommended approval of the rezoning request with a 5-0 vote.

The proposed zoning change is inconsistent with the CAMA Future Land Use Map. The CAMA Future Land Use Maps has the majority of property identified as Crossroads Commercial.

The proposed zoning change is consistent with the County's Comprehensive Future Land Use Map which shows the current Village Commercial Zoning Parcels to be Community Core.

**Recommendation:**

Motion to set Public Hearing for November 7, 2022.

**STAFF REPORT**  
**Ordinance 2022-11-01**  
**UDO 2022-09-05**  
**Zoning Map Amendment**

**PROJECT INFORMATION**

<p><b>File Reference:</b> UDO 2022-09-05  <b>Project Name:</b> Rezoning on Sandy Hook Rd  <b>PIN:</b> Various</p> <p><b>Applicant:</b> Various Owners  <b>Address:</b> 800 &amp; 900 Blk Sandy Hook Rd  Shiloh, NC 27974</p> <p><b>Phone:</b> NA  <b>Email:</b> NA</p> <p><b>Agent for Applicant:</b> Camden Planning Dept.  <b>Address:</b> 117 Hwy 343 N  Camden, NC 27921</p> <p><b>Phone:</b> 252-338-1919 ext. 235  <b>Fax:</b>  <b>Email:</b></p> <p><b>Current Owner of Record:</b> Applicants</p> <p><b><u>Meeting Dates:</u></b>  NA <b>Neighborhood Meeting</b>  September 21, 2022 <b>Planning Board Meeting</b></p>	<p><b>Application Received:</b> September 1, 2022  <b>By:</b> Amber Curling, Planning</p> <p><b>Application Fee paid:</b> Waived</p> <p><b>Completeness of Application:</b> Application is generally complete</p> <p><b>Documents received upon filing of application or otherwise included:</b></p> <ul style="list-style-type: none"> <li><b>A.</b> Rezoning Application from Property Owners</li> <li><b>B.</b> List of Properties</li> <li><b>C.</b> Zoning Comparison VC to NR</li> </ul>
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**REQUEST:** Zoning Map Amendment from Village Commercial Zoning District to Neighborhood Residential Zoning District.



**DESCRIPTION:** Rezone of several parcels in the 880 to 930 blocks of Sandy Hook Rd from Village Commercial (VC) to Neighborhood Residential (NR). The parcels are located in the Shiloh Township on Sandy Hook Road. The properties are used as farmland, vacant, woods and residential homes.

### **Rezoning from the Village Commercial Zoning District (Article 151.3.6.3)**

The Village Commercial district intended to foster high quality, compact, pedestrian-oriented development on lots within designated village centers. Development in the VC district is human-scaled and designed to promote visual interest for pedestrians. Ground-level retail and personal services that promote pedestrian activity along the street are highly encouraged and large, monolithic, automobile-oriented developments are prohibited. New development in the district is located close to the street, provides passers-by with clear views into the building's ground floor, and fosters sidewalk dining, outdoor seating, and interaction among pedestrians. The district requires urban-style open space (greens, seating areas, plazas, pocket parks, roof gardens, etc.) to be included as a part of new development. In addition to commercial uses, the district allows a variety of moderate-density residential development. New commercial, mixed-use, and multi-family developments in the district are subject to the design standards in ARTICLE 151.5 DEVELOPMENT STANDARDS.

### **Rezoning to the Neighborhood Residential Zoning District (Article 151.3.5.5)**

The Neighborhood Residential (NR) district serves as a transition district from the rural and suburban portions of the County to areas proximate to village centers and major commercial corridors. The district is intended to accommodate single-family detached homes in a neighborhood setting at moderate densities. Mobile and manufactured homes on individual lots, conservation subdivisions, and agricultural uses are limited in order to preserve the district's neighborhood character. Manufactured homes are not allowed on lots within 5,280 linear feet of a village center boundary. The district's 40,000-square-foot minimum lot area may be reduced when lots are within one mile of a designated village center boundary and served by public sewer. District regulations discourage uses that interfere with the development of residential neighborhoods or that are detrimental to the district's single-family detached neighborhood character.

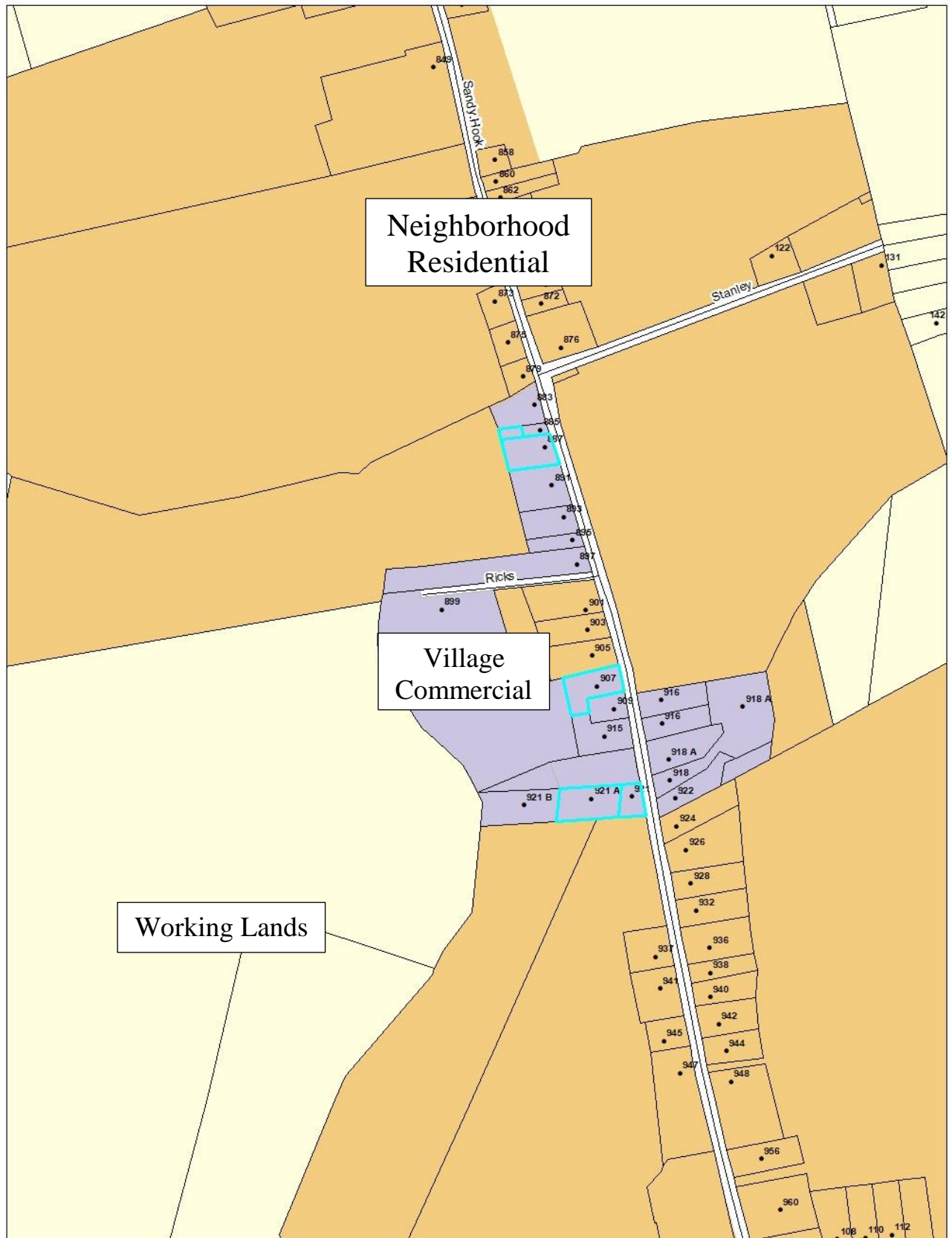
### **SITE DATA**

**Size of Lots:** Various  
**Flood Zone:** X  
**Zoning District(s):** Village Commercial (VC)  
**Existing Land Uses:** Farmland, vacant, woods and residential homes  
**Proposed Use(s) –** No change in use

### **Adjacent Zoning & Uses:**

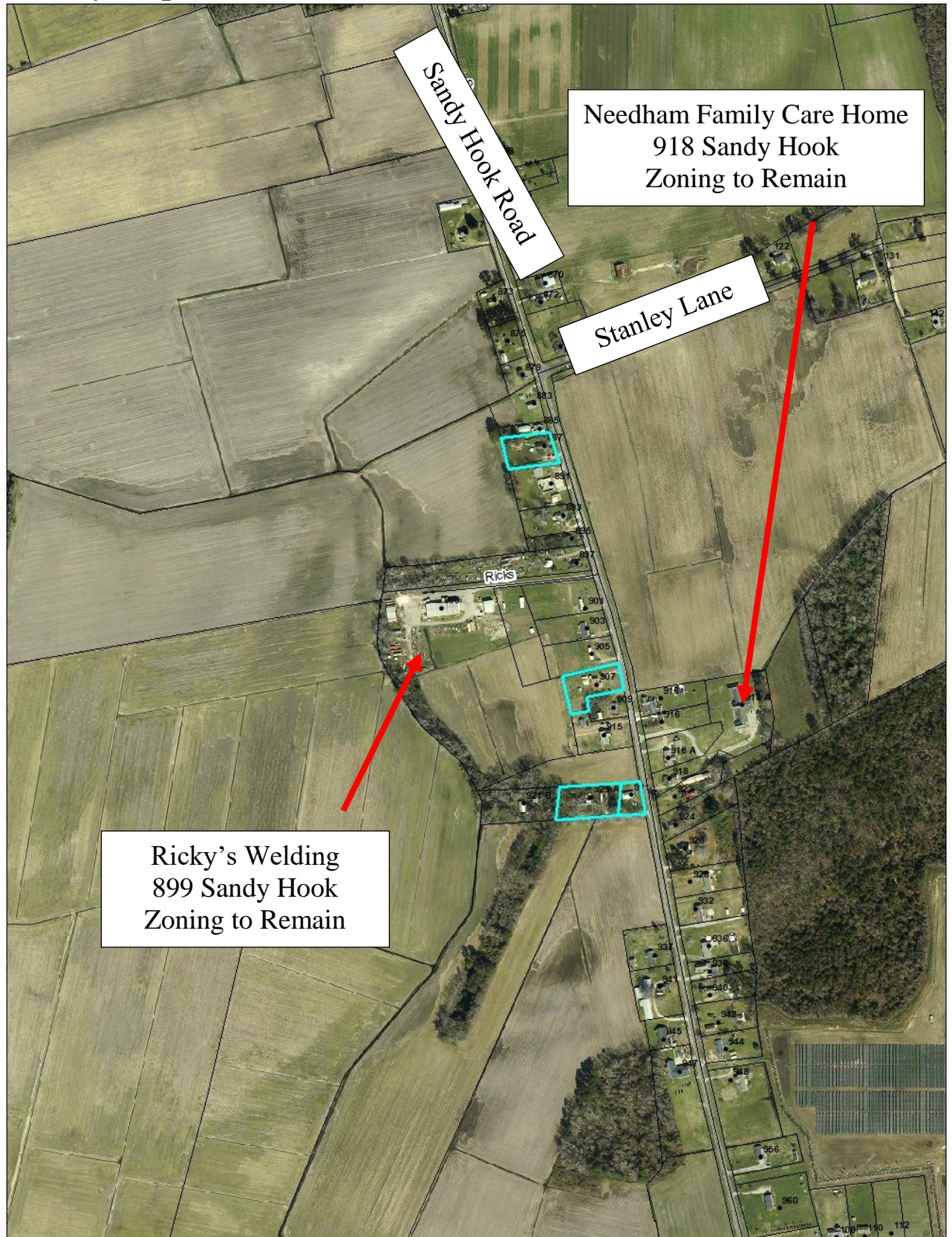
	<b>North</b>	<b>South</b>	<b>East</b>	<b>West</b>
<b>Zoning</b>	Village Commercial (VC) & Neighborhood Residential (NR)	Village Commercial (VC) Neighborhood Residential (NR)	Neighborhood Residential (NR)	Village Commercial (VC)
<b>Use &amp; size</b>	Residential Lots & Farmland	Residential Lots, Woods, Farmland	Farmland	Business & Farmland

## Zoning Map:

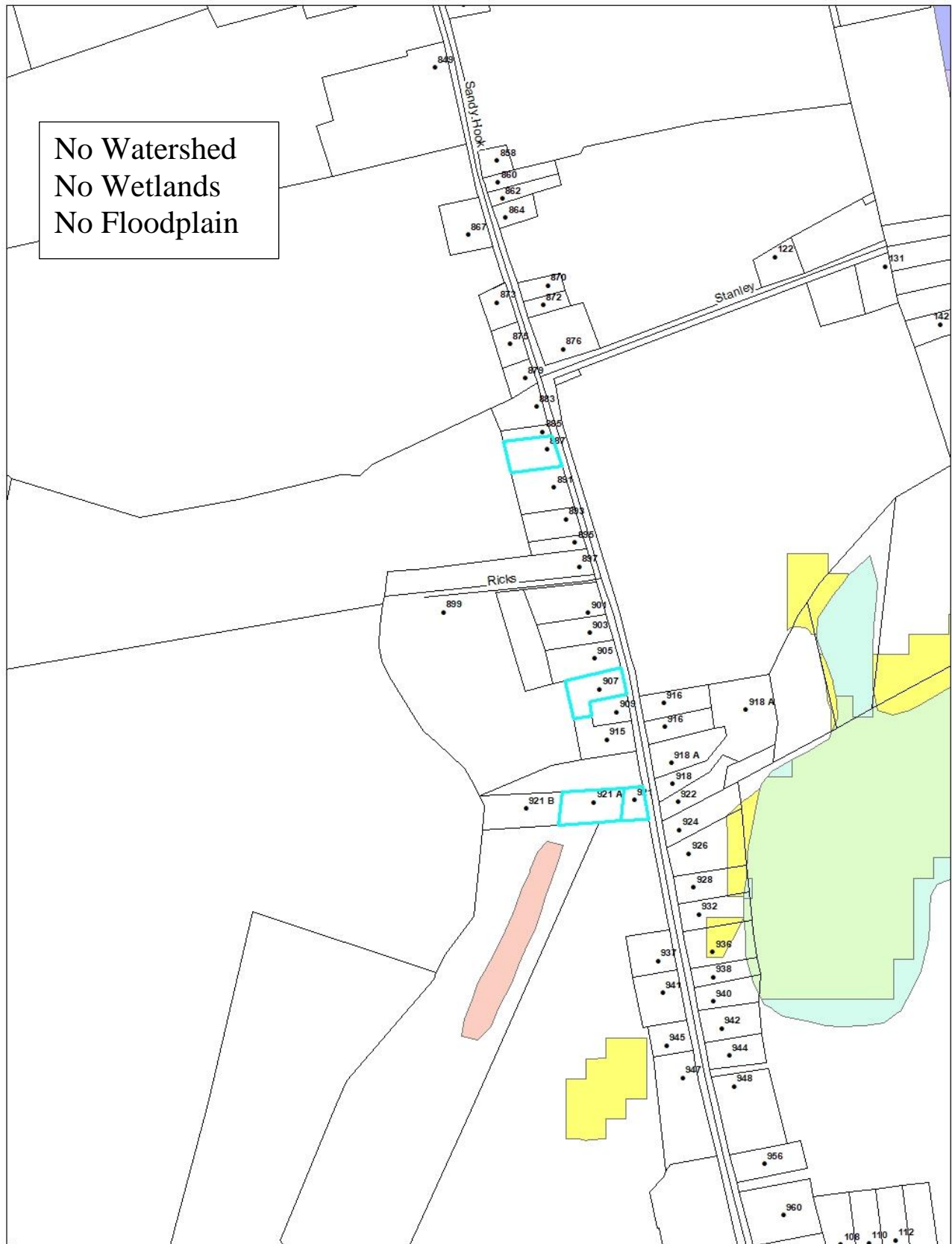




**Vicinity Map: Shiloh Township – Located on Sandy Hook Rd.**

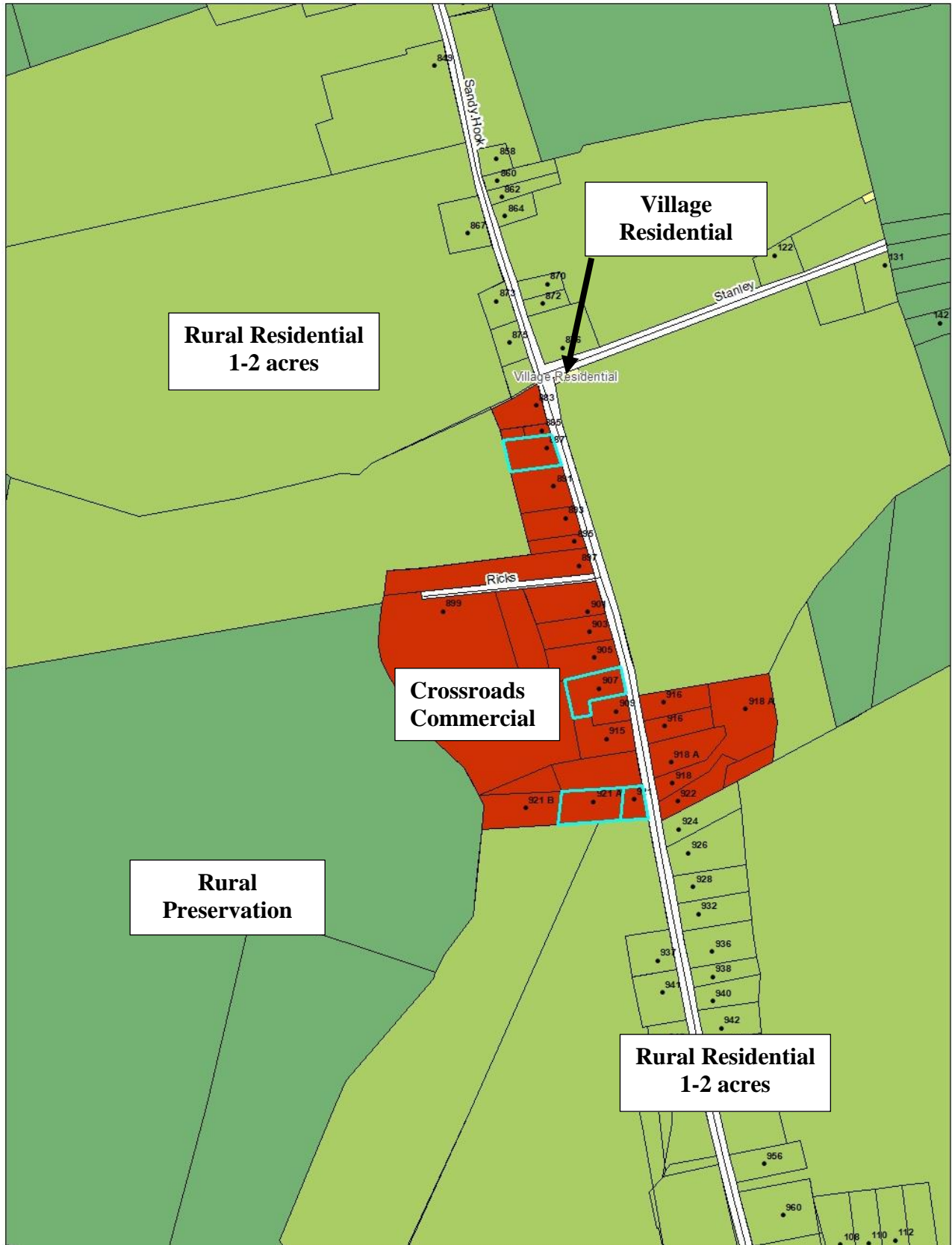


# Watershed, Wetlands, and Floodplain Map



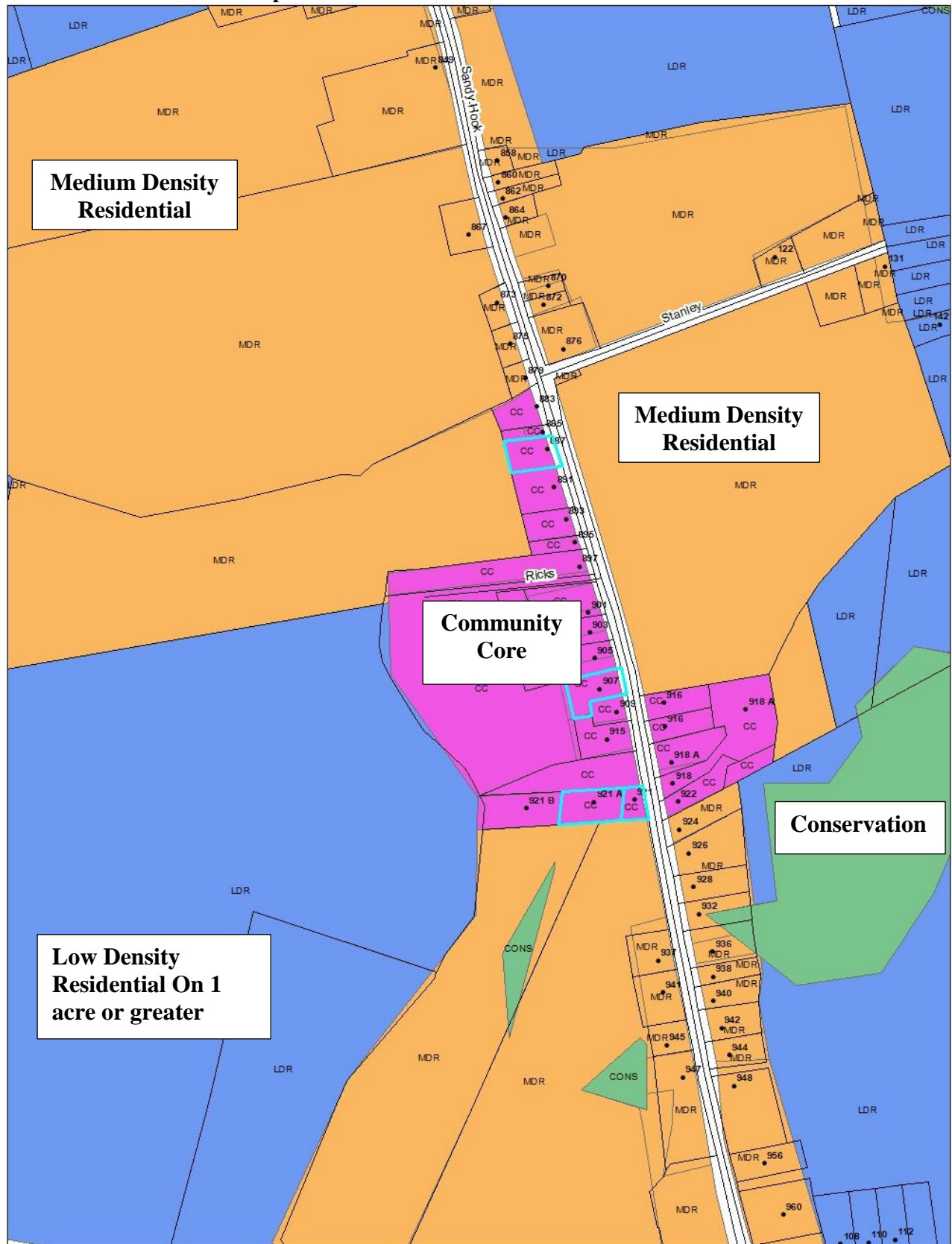


## Comprehensive Plan Future Land Use Map





## CAMA Future Land Use Map



## **INFRASTRUCTURE & COMMUNITY FACILITIES**

**Water:** Water lines are located adjacent to property along Sandy Hook Road

**Sewer:** Not available.

**Fire District:** Shiloh Fire District.

**Schools:** Proposed zoning should not have an impact on Schools.

**Traffic:** Proposed zoning should not have impact on Traffic

## **SPECIFIC CAMA LAND USE QUESTIONS TO CONSIDER:**

### **1. Does Camden County need more land in the zoning class requested?**

In Camden County 0.26% is zoned as Village Commercial and 3.08% is zoned as Neighborhood Residential.

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

The surrounding properties are mainly residential homes and farmland.

### **3. Is the entire range of permitted uses in the requested classification more appropriate than the range of uses in the existing classification?**

The parcels are being used as residential. The surrounding properties are mainly residential. The proposed use is residential.

### **4. Will the request have serious impact on traffic circulation, parking space, sewer and water services, other utilities?**

The proposed zoning uses should not impact public facilities.

### **5. Will the request have an impact on other county services, including police protection, fire protection or the school system?**

The proposed zoning uses should not have an impact on any public services.

### **6. Is there a good possibility that the request, as proposed, will result, as proposed, will result in lessening the enjoyment or use of adjacent properties?**

All permitted uses in the requested zoning classification should not lessen the enjoyment or use of any adjacent properties.

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

All uses permitted in the requested zoning classification should not cause any serious noise, odors, light activity, or unusual disturbances.

### **9. Does the request raise serious legal questions such as spot zoning, hardship, violation of precedents, or need for this type of use?**

The request does not raise serious legal questions.

### **10. Does the request impact any CAMA Areas of Environmental Concern?**

The proposed development includes no areas of environmental concern.

**Goal when Reviewing of Zoning Regulations in accordance with the Camden County Land Use Plans is to make sure the project is designed to:**

- to lessen congestion in the streets;
- to secure safety from fire, panic, and other dangers;
- to promote health and the general welfare;
- to provide adequate light and air;
- to prevent the overcrowding of land;
- to avoid undue concentration of population; and
- to facilitate the adequate provision of transportation, water, sewage, schools' parks and other public requirements

**CONSISTENCY with PLANS and MAPS**

- 
- **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 CAMA Future Land Use Maps has the majority of property identified as shows the current Village Commercial Zoning District Parcels to be
- **2035 Comprehensive Plan**
- Consistent ☐           Inconsistent ☒
- The County's Comprehensive Future Land Use Map (Adopted 2012) shows the parcel to be Crossroads Commercial. The Crossroads Commercial. District is intended to provide commercial uses that serve proximate rural residences.
- 
- **Comprehensive Transportation Plan**
- 
- Consistent ☒           Inconsistent ☐
- 
- Property abuts Sandy Hook Rd
- 
- **Other Plans officially adopted by the Board of Commissioners -**  
N/A

**Summary**

The requested zoning change is inconsistent with the CAMA Future Land Use Map and inconsistent with the Comprehensive Future Land Use Map that identifies the parcels as Community Core and Crossroads Commercial.

This zoning map amendment was submitted at the request of residences who are concerned about the residential use of their property while being zoned as Village Commercial.

## Recommendations

Planning Board and Planning Staff recommend approval of the Consistency Statement due to the requested zoning change being consistent with the Future Land Use Plans in that areas of mixed uses created by businesses and residences with character and privacy are encouraged.

Planning Board and Planning Staff recommend approval of the Zoning Map Amendment Ordinance 2022-11-01 and UDO# 2022-09-05 for **887, 885, 883, 921, 921A, 907 and 919 Sandy Hook Road** from Village Commercial (VC) to Neighborhood Residential (NR). The requested rezoning is consistent with the current uses of these properties.



## Zoning Map Amendment Application

### OFFICIAL USE ONLY:

 Permit# 2022-09-05

 : Date Filed: 8/24/2022

 Amount Paid: NA

 Received By: AKC

### Contact Information

☐ PROPERTY OWNER

☐ APPLICANT

☒ AGENT FOR APPLICANT

 Name: See

 Address: attached applications

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

 Name: Requested

 Address: by Commissioners

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

 LEGAL RELATIONSHIP OF APPLICANT TO PROPERTY OWNER: NA

 DOCUMENTATION OF PROPERTY OWNER GIVING CONSENT TO APPLICANT (Y/N/NA) Yes

### Property Information

 Physical Street Address Village Commercial area in 800'

 Location: 900 block of Sandy Hook w/ Residential Use

Parcel ID Number(s): \_\_\_\_\_

Deed Book/ Page Number and/or Plate Cabinet/Slide Number \_\_\_\_\_

 Total Parcel(s) Acreage: NA Perk Test or County Sewer Approval NA

Existing Land Use of Property: \_\_\_\_\_ Proposed Land Use \_\_\_\_\_

### Request

 Current Zoning of Property: VC Proposed Zoning District: NR

 Total Acreage for Rezoning: TBD Are you rezoning the entire parcel(s): ☒ Yes ☐ No TBD

 Metes and Bounds Description Provided: ☐ Yes ☒ No \_\_\_\_\_

Community Meeting, if applicable: Date Held: \_\_\_\_\_; Location: \_\_\_\_\_

### Zoning Change Application Questions

The UDO requires the Board to consider principal issues when considering an application for a zoning change. Please respond to each issue in the space provided below or on a separate sheet.



(A) What reasons/purpose for the rezoning request?

Requested by BOC - residence w/ SFD asked to be rezoned from VC to NR

(B) Will the rezoning request cause noise, odors, light, activity or unusual disturbances?

No

(C) How will the proposed zoning change enhance the public health, safety, or welfare?

No

(D) Is the rezoning consistent with the purposes, goals, objectives and policies of the County's adopted policy guidance and future land use plans?

No

(E) Is the rezoning in the best interest of the public? Explain.

The request is to align the property use and zoning until future development.

(F) For proposals to re-zone to non-residential districts along major arterial roads:

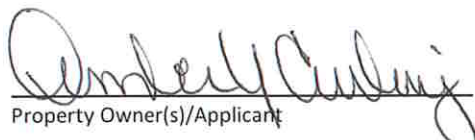
(1) Is this an expansion of an adjacent zoning district of the same classification?

NA

(2) What extraordinary showing of public need or demand is met by this application?

NA

I, the undersigned, do certify that all of the information presented in this application is accurate to the best of my knowledge, information, and belief. Further, I hereby authorize county officials to enter my property for purposes of determining zoning compliance. All information submitted and required as part of this application process shall become public record.

  
Property Owner(s)/Applicant

12/2021 Date

Note: Form must be signed by the owner(s) of record, contract purchaser(s), or other person(s) having a recognized property interest. If there are multiple property owners/applicants, a signature is required for each.

10/09/2020



## Zoning Map Amendment Application

### OFFICIAL USE ONLY:

UDO Number: 2022-09-05Date Filed: 9/16/2022Amount Paid: NAReceived By: auc

### Contact Information

☒ PROPERTY OWNER☐ APPLICANT☐ AGENT FOR APPLICANTName: IRVING KIGHTName: CHRISTINA KIGHTAddress: 887 SANDY HOOK RD  
SHILOH, N.C. 27974Address: 887 SANDY HOOK RD  
SHILOH NC 27974Telephone: 252-336-2357Telephone: 252-336-2357

Fax: \_\_\_\_\_

Fax: NAEmail: irvingk2@yahoo.comEmail: NALEGAL RELATIONSHIP OF APPLICANT TO PROPERTY OWNER: NADOCUMENTATION OF PROPERTY OWNER GIVING CONSENT TO APPLICANT (Y/N/NA) NA

### Property Information

Physical Street Address: 887 SANDY HOOK RDLocation: 800 to 930 blk of Sandy Hook RdParcel ID Number(s): 03 8973 00 23 4040.0000Deed Book/ Page Number and/or Plate Cabinet/Slide Number 166/510Total Parcel(s) Acreage: 0.1642 Perk Test or County Sewer Approval NAExisting Land Use of Property: residential Proposed Land Use NA

### Request

Current Zoning of Property: VC Proposed Zoning District: NRTotal Acreage for Rezoning: 0.1642 Are you rezoning the entire parcel(s): ☒ Yes ☐ NoMetes and Bounds Description Provided: ☐ Yes ☐ No NACommunity Meeting, if applicable: Date Held: NA; Location: NA

### Zoning Change Application Questions

The UDO requires the Board to consider principal issues when considering an application for a zoning change. Please respond to each issue in the space provided below or on a separate sheet.

Attachment: 3 Applications (Set Public Hearing - Zoning Map Amendment)

(A) What reasons/purpose for the rezoning request?

The use of property (residential) to be in agreement with the zoning.

(B) Will the rezoning request cause noise, odors, light, activity or unusual disturbances?

No

(C) How will the proposed zoning change enhance the public health, safety, or welfare?

No

(D) Is the rezoning consistent with the purposes, goals, objectives and policies of the County's adopted policy guidance and future land use plans?

No

(E) Is the rezoning in the best interest of the public? Explain.

Yes

Zoning and property use to be aligned.

(F) For proposals to re-zone to non-residential districts along major arterial roads:

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

NA

(2) What extraordinary showing of public need or demand is met by this application?

NA

I, the undersigned, do certify that all of the information presented in this application is accurate to the best of my knowledge, information, and belief. Further, I hereby authorize county officials to enter my property for purposes of determining zoning compliance. All information submitted and required as part of this application process shall become public record.

Arwing K. K. K.  
Property Owner(s)/Applicant

9-8-2022  
Date

Note: Form must be signed by the owner(s) of record, contract purchaser(s), or other person(s) having a recognized property interest. If there are multiple property owners/applicants, a signature is required for each.

10/09/2020





## Zoning Map Amendment Application

### OFFICIAL USE ONLY:

UDO Number: 2022-09-05Date Filed: 9/16/2022Amount Paid: NAReceived By: ayc

### Contact Information

☒ PROPERTY OWNER☐ APPLICANT☐ AGENT FOR APPLICANTName: Jami Wilkins

Name: \_\_\_\_\_

Address: 907 S. Sandy Hook Rd  
Shiloh NC 27974

Address: \_\_\_\_\_

Telephone: 252-312-9175

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: Jami.Wilkins@yahoo

Email: \_\_\_\_\_

LEGAL RELATIONSHIP OF APPLICANT TO PROPERTY OWNER: \_\_\_\_\_

DOCUMENTATION OF PROPERTY OWNER GIVING CONSENT TO APPLICANT (Y/N/NA) \_\_\_\_\_

### Property Information

Physical Street Address: 907 S. Sandy Hook Rd Shiloh NC 27974Location: 900 blk of Sandy Hook RdParcel ID Number(s): 03-8973 00 21 7933.0000Deed Book/ Page Number and/or Plate Cabinet/Slide Number 92/424Total Parcel(s) Acreage: 0.863 Perk Test or County Sewer Approval NAExisting Land Use of Property: Residential Proposed Land Use Same

### Request

Current Zoning of Property: VC Proposed Zoning District: NRTotal Acreage for Rezoning: 0.863 Are you rezoning the entire parcel(s): ☒ Yes ☐ NoMetes and Bounds Description Provided: ☐ Yes ☐ No NACommunity Meeting, if applicable: Date Held: NA; Location: NA

### Zoning Change Application Questions

The UDO requires the Board to consider principal issues when considering an application for a zoning change. Please respond to each issue in the space provided below or on a separate sheet.

(A) What reasons/purpose for the rezoning request?

The use of property (residential) to be in agreement with the zoning.

(B) Will the rezoning request cause noise, odors, light, activity or unusual disturbances?

No

(C) How will the proposed zoning change enhance the public health, safety, or welfare?

No

(D) Is the rezoning consistent with the purposes, goals, objectives and policies of the County's adopted policy guidance and future land use plans?

No

(E) Is the rezoning in the best interest of the public? Explain.

Yes

Zoning and property use to be aligned.

(F) For proposals to re-zone to non-residential districts along major arterial roads:

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

NA

(2) What extraordinary showing of public need or demand is met by this application?

NA

I, the undersigned, do certify that all of the information presented in this application is accurate to the best of my knowledge, information, and belief. Further, I hereby authorize county officials to enter my property for purposes of determining zoning compliance. All information submitted and required as part of this application process shall become public record.

Gami Wilkin  
Property Owner(s)/Applicant

9-14-22 Date

Note: Form must be signed by the owner(s) of record, contract purchaser(s), or other person(s) having a recognized property interest. If there are multiple property owners/applicants, a signature is required for each.

10/09/2020





## Zoning Map Amendment Application

### OFFICIAL USE ONLY:

UDO Number: 2022-09-05Date Filed: 9/16/2022Amount Paid: NAReceived By: ouye

### Contact Information

☐ PROPERTY OWNER☐ APPLICANT☐ AGENT FOR APPLICANTName: James T. Riggs  
Address: 876 Sandy Hook Rd  
Shiloh NC 27974

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: 252 333 8215

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Email: \_\_\_\_\_

LEGAL RELATIONSHIP OF APPLICANT TO PROPERTY OWNER: NADOCUMENTATION OF PROPERTY OWNER GIVING CONSENT TO APPLICANT (Y/N/NA) NA

### Property Information

Physical Street Address: 883 Sandy HookLocation: 800 E 900 Blk of Sandy HookParcel ID Number(s): 03 8973 00 23 4210, 0000Deed Book/ Page Number and/or Plate Cabinet/Slide Number 96E/46Total Parcel(s) Acreage: 1 acre Perk Test or County Sewer Approval NAExisting Land Use of Property: Residential Proposed Land Use Same

### Request

Current Zoning of Property: VC Proposed Zoning District: NRTotal Acreage for Rezoning: all Are you rezoning the entire parcel(s): ☒ Yes ☐ NoMetes and Bounds Description Provided: ☐ Yes ☐ No NACommunity Meeting, if applicable: Date Held: NA; Location: NA

## Zoning Change Application Questions

The UDO requires the Board to consider principal issues when considering an application for a zoning change. Please respond to each issue in the space provided below or on a separate sheet.

(A) What reasons/purpose for the rezoning request?

The use of property (residential) to be in agreement with the zoning.

(B) Will the rezoning request cause noise, odors, light, activity or unusual disturbances?

No

(C) How will the proposed zoning change enhance the public health, safety, or welfare?

No

(D) Is the rezoning consistent with the purposes, goals, objectives and policies of the County's adopted policy guidance and future land use plans?

No

(E) Is the rezoning in the best interest of the public? Explain.

Yes Zoning and property use to be aligned.

(F) For proposals to re-zone to non-residential districts along major arterial roads:

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

NA

(2) What extraordinary showing of public need or demand is met by this application?

NA

I, the undersigned, do certify that all of the information presented in this application is accurate to the best of my knowledge, information, and belief. Further, I hereby authorize county officials to enter my property for purposes of determining zoning compliance. All information submitted and required as part of this application process shall become public record.

Clayton D. Riggs for James T. Riggs  
Property Owner(s)/Applicant

9/15/2022  
Date

Note: Form must be signed by the owner(s) of record, contract purchaser(s), or other person(s) having a recognized property interest. If there are multiple property owners/applicants, a signature is required for each.

10/09/2020



## Zoning Map Amendment Application

### OFFICIAL USE ONLY:

UDO Number: 2022-09-05Date Filed: 9/16/2022Amount Paid: NAReceived By: ajc

### Contact Information

☒

PROPERTY OWNER

☐

APPLICANT

☐

AGENT FOR APPLICANT

Name:

Abner B. Burgess  
Frankie G. Burgess

Name:

Address:

921 S. Sandy Hook Rd.  
Shiloh N.C. 27974

Address:

Telephone:

252-336-4155

Telephone:

Fax:

Fax:

Email:

nelcountrygirl@yahoo.com

Email:

LEGAL RELATIONSHIP OF APPLICANT TO PROPERTY OWNER:

DOCUMENTATION OF PROPERTY OWNER GIVING CONSENT TO APPLICANT (Y/N/NA)

### Property Information

Physical Street Address

921 A S. Sandy Hook Rd.

Location:

Shiloh N.C. 27974

Parcel ID Number(s):

03-8973 00 21 7326.0000

Deed Book/ Page Number and/or Plate Cabinet/Slide Number

73/73

Total Parcel(s) Acreage:

0.998

Perk Test or County Sewer Approval

NA

Existing Land Use of Property:

Residential

Proposed Land Use

Same

### Request

Current Zoning of Property:

VC

Proposed Zoning District:

NR

Total Acreage for Rezoning:

0.998Are you rezoning the entire parcel(s): ☒ Yes ☐ NoMetes and Bounds Description Provided: ☐ Yes ☒ No

Community Meeting, if applicable: Date Held:

NA

Location:

NA

### Zoning Change Application Questions

The UDO requires the Board to consider principal issues when considering an application for a zoning change. Please respond to each issue in the space provided below or on a separate sheet.



(A) What reasons/purpose for the rezoning request?

The use of property (residential) to be in agreement with the zoning.

(B) Will the rezoning request cause noise, odors, light, activity or unusual disturbances?

No

(C) How will the proposed zoning change enhance the public health, safety, or welfare?

No

(D) Is the rezoning consistent with the purposes, goals, objectives and policies of the County's adopted policy guidance and future land use plans?

No

(E) Is the rezoning in the best interest of the public? Explain.

Yes

Zoning and property use to be aligned.

(F) For proposals to re-zone to non-residential districts along major arterial roads:

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

NA

(2) What extraordinary showing of public need or demand is met by this application?

NA

I, the undersigned, do certify that all of the information presented in this application is accurate to the best of my knowledge, information, and belief. Further, I hereby authorize county officials to enter my property for purposes of determining zoning compliance. All information submitted and required as part of this application process shall become public record.

*Almer B. Burgess*  
*Frankie B. Burgess*  
Property Owner(s)/Applicant

*9-13-2022*  
*9-13-2022* Date

Note: Form must be signed by the owner(s) of record, contract purchaser(s), or other person(s) having a recognized property interest. If there are multiple property owners/applicants, a signature is required for each.

10/09/2020



## Zoning Map Amendment Application

### OFFICIAL USE ONLY:

UDO Number: 2022-09-05Date Filed: 9/10/2022Amount Paid: NAReceived By: ayk

### Contact Information

☐

PROPERTY OWNER

☐

APPLICANT

☐

AGENT FOR APPLICANT

Name:

Abner B. Burgess  
Frankie G. Burgess

Name:

Address:

921 S. Sandy Hook Rd.  
Shiloh N.C. 27974

Address:

Telephone:

252-336-4155

Telephone:

Fax:

Fax:

Email:

nccountrygirl@yahoo.com

Email:

LEGAL RELATIONSHIP OF APPLICANT TO PROPERTY OWNER: \_\_\_\_\_

DOCUMENTATION OF PROPERTY OWNER GIVING CONSENT TO APPLICANT (Y/N/NA) \_\_\_\_\_

### Property Information

Physical Street Address

921 S. Sandy Hook Rd.

Location:

Shiloh N.C. 27974

Parcel ID Number(s):

03-8973-00-21-9338.0000

Deed Book/ Page Number and/or Plate Cabinet/Slide Number

100/905

Total Parcel(s) Acreage:

0.378

Perk Test or County Sewer Approval

NA

Existing Land Use of Property:

Residential

Proposed Land Use

Same

### Request

Current Zoning of Property:

VC

Proposed Zoning District:

NR

Total Acreage for Rezoning:

0.378Are you rezoning the entire parcel(s): ☒ Yes ☐ NoMetes and Bounds Description Provided: ☐ Yes ☒ No

Community Meeting, if applicable: Date Held:

NA

Location:

NA

### Zoning Change Application Questions

The UDO requires the Board to consider principal issues when considering an application for a zoning change. Please respond to each issue in the space provided below or on a separate sheet.

Attachment: 3 Applications (Set Public Hearing - Zoning Map Amendment)



(A) What reasons/purpose for the rezoning request?

The use of property (residential) to be in agreement with the zoning.

(B) Will the rezoning request cause noise, odors, light, activity or unusual disturbances?

No

(C) How will the proposed zoning change enhance the public health, safety, or welfare?

No

(D) Is the rezoning consistent with the purposes, goals, objectives and policies of the County's adopted policy guidance and future land use plans?

No

(E) Is the rezoning in the best interest of the public? Explain.

Yes Zoning and property use to be aligned.

(F) For proposals to re-zone to non-residential districts along major arterial roads:

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

NA

(2) What extraordinary showing of public need or demand is met by this application?

NA

I, the undersigned, do certify that all of the information presented in this application is accurate to the best of my knowledge, information, and belief. Further, I hereby authorize county officials to enter my property for purposes of determining zoning compliance. All information submitted and required as part of this application process shall become public record.

*Frankie B. Burgess*  
*Frankie B. Burgess*  
 Property Owner(s)/Applicant

*9-13-2022*  
*9-13-2022* Date

Note: Form must be signed by the owner(s) of record, contract purchaser(s), or other person(s) having a recognized property interest. If there are multiple property owners/applicants, a signature is required for each.

10/09/2020



## Zoning Map Amendment Application

### OFFICIAL USE ONLY:

UDO Number: 2022-09-05Date Filed: 9/20/2022Amount Paid: NAReceived By: ayc

### Contact Information

☒ PROPERTY OWNER☐ APPLICANT☐ AGENT FOR APPLICANTName: Rebecca B. Sanderlin

Name: \_\_\_\_\_

Address: 1296 ShortCut Rd.  
Shawboro, NC 27973

Address: \_\_\_\_\_

Telephone: 252-336-4363

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Email: \_\_\_\_\_

LEGAL RELATIONSHIP OF APPLICANT TO PROPERTY OWNER: \_\_\_\_\_

DOCUMENTATION OF PROPERTY OWNER GIVING CONSENT TO APPLICANT (Y/N/NA) \_\_\_\_\_

### Property Information

Physical Street Address 919Location: 880 - 920Parcel ID Number(s): 0159713 / 03 8973 00 21 7542Deed Book/ Page Number and/or Plate Cabinet/Slide Number 56 / 24Total Parcel(s) Acreage: NA Perk Test or County Sewer Approval NAExisting Land Use of Property: Farm Proposed Land Use Same

### Request

Current Zoning of Property: VC Proposed Zoning District: NRTotal Acreage for Rezoning: all Are you rezoning the entire parcel(s): ☒ Yes ☐ NoMetes and Bounds Description Provided: ☐ Yes ☐ NoCommunity Meeting, if applicable: Date Held: NA; Location: NA

### Zoning Change Application Questions

The UDO requires the Board to consider principal issues when considering an application for a zoning change. Please respond to each issue in the space provided below or on a separate sheet.

(A) What reasons/purpose for the rezoning request?

The use of property (residential) to be in agreement with the zoning.

(B) Will the rezoning request cause noise, odors, light, activity or unusual disturbances?

No

(C) How will the proposed zoning change enhance the public health, safety, or welfare?

No

(D) Is the rezoning consistent with the purposes, goals, objectives and policies of the County's adopted policy guidance and future land use plans?

No

(E) Is the rezoning in the best interest of the public? Explain.

Yes

Zoning and property use to be aligned.

(F) For proposals to re-zone to non-residential districts along major arterial roads:

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

NA

(2) What extraordinary showing of public need or demand is met by this application?

NA

I, the undersigned, do certify that all of the information presented in this application is accurate to the best of my knowledge, information, and belief. Further, I hereby authorize county officials to enter my property for purposes of determining zoning compliance. All information submitted and required as part of this application process shall become public record.

Rebecca B. Sanckel

Property Owner(s)/Applicant

9-16-2022

Date

Note: Form must be signed by the owner(s) of record, contract purchaser(s), or other person(s) having a recognized property interest. If there are multiple property owners/applicants, a signature is required for each.

10/09/2020





## Zoning Map Amendment Application

### OFFICIAL USE ONLY:

UDO Number: 2022-05-05Date Filed: 9/20/2022Amount Paid: NAReceived By: Cup

### Contact Information

☒ PROPERTY OWNER☐ APPLICANT☐ AGENT FOR APPLICANTName: Gladys K Lane

Name: \_\_\_\_\_

Address: 885 S. Sandyhook Road

Address: \_\_\_\_\_

Shiloh N.CTelephone: 252-336-2648

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Email: \_\_\_\_\_

LEGAL RELATIONSHIP OF APPLICANT TO PROPERTY OWNER: \_\_\_\_\_

DOCUMENTATION OF PROPERTY OWNER GIVING CONSENT TO APPLICANT (Y/N/NA) \_\_\_\_\_

### Property Information

Physical Street Address 885 S. SANDYHOOK ROADLocation: Shiloh NC 27974Parcel ID Number(s): 03 8973 00 23 4180 0000Deed Book/ Page Number and/or Plate Cabinet/Slide Number 372/447Total Parcel(s) Acreage: NA Perk Test or County Sewer Approval NAExisting Land Use of Property: No change Proposed Land Use Same

### Request

Current Zoning of Property: VC Proposed Zoning District: NRTotal Acreage for Rezoning: all Are you rezoning the entire parcel(s): ☒ Yes ☐ NoMetes and Bounds Description Provided: ☐ Yes ☐ NoCommunity Meeting, if applicable: Date Held: NA; Location: NA

## Zoning Change Application Questions

The UDO requires the Board to consider principal issues when considering an application for a zoning change. Please respond to each issue in the space provided below or on a separate sheet.

(A) What reasons/purpose for the rezoning request?

The use of property (residential) to be in agreement with the zoning.

(B) Will the rezoning request cause noise, odors, light, activity or unusual disturbances?

No

(C) How will the proposed zoning change enhance the public health, safety, or welfare?

No

(D) Is the rezoning consistent with the purposes, goals, objectives and policies of the County's adopted policy guidance and future land use plans?

No

(E) Is the rezoning in the best interest of the public? Explain.

Yes

Zoning and property use to be aligned.

(F) For proposals to re-zone to non-residential districts along major arterial roads:

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

NA

(2) What extraordinary showing of public need or demand is met by this application?

NA

I, the undersigned, do certify that all of the information presented in this application is accurate to the best of my knowledge, information, and belief. Further, I hereby authorize county officials to enter my property for purposes of determining zoning compliance. All information submitted and required as part of this application process shall become public record.

Gladys K. Lane  
Property Owner(s)/Applicant

9-12-22 Date

Note: Form must be signed by the owner(s) of record, contract purchaser(s), or other person(s) having a recognized property interest. If there are multiple property owners/applicants, a signature is required for each.

10/09/2020



887 SANDY HOOK RD  
885 SANDY HOOK RD  
883 SANDY HOOK RD  
891 SANDY HOOK RD  
893 SANDY HOOK RD  
895 SANDY HOOK RD  
O RICKS WAY  
897 SANDY HOOK RD  
918 A SANDY HOOK RD  
O SANDY HOOK RD  
920 A SANDY HOOK RD  
916 A SANDY HOOK RD  
918 SANDY HOOK RD  
916 SANDY HOOK RD  
921 A SANDY HOOK RD  
921 SANDY HOOK RD  
907 SANDY HOOK RD  
915 SANDY HOOK RD  
909 SANDY HOOK RD  
919 SANDY HOOK RD  
921 B SANDY HOOK ROAD

5049 03-8973-00-23-4040.0000 KIGHT IRVING & CHRISTINA W  
5128 03-8973-00-23-4180.0000 LANE GLADYS MARIE KIGHT  
5208 03-8973-00-23-4210.0000 RIGGS JAMES T C/O CLAYTON DALE F  
5992 03-8973-00-22-4894.0000 NEWELL WILLIAM ANDREW TAMMY LEE NEWELL  
6746 03-8973-00-22-5637.0000 BRADDY THERESA  
6666 03-8973-00-22-5558.0000 HARRISON LOLA BECKHAM C/O JAMES M HARRI  
2093 03-8973-00-22-3033.0000 TAYLOR LEIGH PROPERTIES LLC  
3554 03-8973-00-22-2446.0000 ASHLEY BENNIE EDNA ASHLEY  
4872 03-8973-00-31-4727.0000 NEEDHAM FAMILY CARE HOM RODNEY NEEDHAM  
3513 03-8973-00-31-2424.0000 WHITE BRENDA N. C/O RODNEY NEEDH  
5654 03-8973-00-31-4566.0000 HEATH (ALBAUGH) ANNETTE  
2823 03-8973-00-31-1755.0000 NEEDHAM RODNEY MARVIN FLORINE WRIGHT NE  
2751 03-8973-00-31-1663.0000 NEEDHAM STEVEN M. & LYNE  
2914 03-8973-00-31-1845.0000 NEEDHAM FAMILY CARE HOM RODNEY NEEDHAM  
8426 03-8973-00-21-7326.0000 BURGESS A. B.  
426 03-8973-00-21-9338.0000 BURGESS A. B.  
8939 03-8973-00-21-7933.0000 WILKINS JAMES D.  
8787 03-8973-00-21-7659.0000 KELLAMS DAVID S ROXANNE L KELLAM  
9910 03-8973-00-21-7890.0000 BURGESS GLADYS  
7579 03-8973-00-21-7542.0000 SANDERLIN REBECCA  
5404 03-8973-00-21-4314.0000 BURGESS BEN F.

Received letter for request (application)

17 applications received from owners

**Camden County, North Carolina**  
**Principal Use Table, District Comparison**

**7.1.d**

Use Class / Main Category / Category	"P"=Permitted, "S"=Special Use Permit, Blank=Prohibited	VC	NR
<b>Agricultural</b>			
<b>AGRICULTURE/HORTICULTURE</b>			
<i>All Agriculture/ Horticulture Uses</i>			
<b>ANIMAL HUSBANDRY</b>			
<i>Animal Husbandry Uses (excluding stockyards and slaughterhouses)</i>			
<i>Stockyard/Slaughterhouse</i>			
<b>AGRICULTURAL SUPPORT</b>			
<i>Agricultural Research Facility</i>		S	
<i>Agri-Education/ Agri-Entertainment</i>		S	
<i>Distribution Hub for Agriculture Products</i>			
<i>Equestrian Facility</i>			
<i>Farm Machinery Sales, Rental, or Service</i>			
<i>Farmers Market</i>		P	
<i>Roadside Market</i>			
<b>Residential</b>			
<b>HOUSEHOLD LIVING USES</b>			
<i>Bungalow Court</i>		P	
<i>Duplex</i>			
<i>Live/Work Dwelling</i>		P	
<i>Manufactured Home - Const After 6-15-1976</i>			P
<i>Manufactured Home or Mobile Home Park</i>			
<i>Mobile Home - Const Prior to 6-15-1976</i>			
<i>Multi-Family</i>		S	
<i>Pocket Neighborhood</i>		P	P
<i>Quadraplex</i>		P	
<i>Single-Family Attached</i>		P	
<i>Single-Family Detached</i>			P
<i>Triplex</i>		P	
<i>Upper Story Residential</i>		P	
<b>GROUP LIVING</b>			
<i>Dormitory</i>		S	
<i>Family Care Home</i>			P
<i>Group Home</i>		S	
<i>Rooming House</i>		S	

Attachment: 4\_SummaryVCtoNR (Set Public Hearing - Zoning Map Amendment)

**Camden County, North Carolina**  
**Principal Use Table, District Comparison**

**7.1.d**

Use Class / Main Category / Category	"P"=Permitted, "S"=Special Use Permit, Blank=Prohibited		VC	NR
Institutional				
COMMUNITY SERVICES				
Community Center			P	
Cultural Facility			P	
Library			P	
Museum			P	
Senior Center			P	
Youth Club Facility			P	
DAY CARE				
Adult Day Care Center			P	
Child Care Center			P	
EDUCATIONAL FACILITIES				
Major			S	
Moderate			P	
Minor			P	P
GOVERNMENT FACILITIES				
Government Office			P	
Government Maintenance, Storage, or Distribution Facility			S	
HEALTH CARE FACILITIES				
Drug or Alcohol Treatment Facility			S	
Hospital			P	
Medical Treatment Facility			P	
INSTITUTIONS				
Assisted Living Facility			S	
Club or Lodge			P	
Halfway House				
Nursing Home			S	
Psychiatric Treatment Facility				
Religious Institution			P	
PARKS AND OPEN AREAS				
Cemetery			S	S
Community Garden				P
Park, Public or Private			P	S

Attachment: 4\_SummaryVCtoNR (Set Public Hearing - Zoning Map Amendment)

**Camden County, North Carolina**  
**Principal Use Table, District Comparison**

**7.1.d**

<b>Use Class / Main Category / Category</b>	<b>"P"=Permitted, "S"=Special Use Permit, Blank=Prohibited</b>	<b>VC</b>	<b>NR</b>
<b>PUBLIC SAFETY</b>			
<i>Police, Fire, or EMS Facility</i>		P	S
<i>Correctional Facility</i>			
<i>Security Training Facility</i>			
<b>TRANSPORTATION</b>			
<i>Airport</i>			
<i>Helicopter Landing Facility</i>			
<i>Passenger Terminal, Surface Transportation</i>		P	
<b>UTILITIES</b>			
<i>Utility, Major</i>		S	S
<i>Utility, Minor</i>		P	P
<b>Commercial</b>			
<b>ADULT AND SEXUALLY-ORIENTED BUSINESSES</b>			
<i>All Adult and Sexually-Oriented Businesses</i>			
<b>ANIMAL CARE</b>			
<i>Major</i>			
<i>Minor</i>		P	
<b>EATING ESTABLISHMENTS</b>			
<i>Restaurant, Major</i>		P	
<i>Restaurant, Minor</i>		P	
<i>Bar, Nightclub, or Dance Hall</i>		P	
<b>OFFICES</b>			
<i>Major</i>		P	
<i>Minor</i>		P	
<b>PARKING, COMMERCIAL</b>			
<i>All</i>		P	
<b>PERSONAL SERVICES</b>			
<i>Major</i>		S	
<i>Minor</i>		P	
<b>RECREATION/ENTERTAINMENT, INDOOR</b>			
<i>Major</i>		P	
<i>Minor</i>		P	

Attachment: 4\_SummaryVCtoNR (Set Public Hearing - Zoning Map Amendment)

**Camden County, North Carolina**  
**Principal Use Table, District Comparison**

**7.1.d**

<b>Use Class / Main Category / Category</b>	<b>"P"=Permitted, "S"=Special Use Permit, Blank=Prohibited</b>	<b>VC</b>	<b>NR</b>
<b>RECREATION/ENTERTAINMENT, OUTDOOR</b>			
<i>Major</i>			
<i>Minor</i>	P		
<i>Firing Range</i>			
<i>Water-Related Uses</i>	S		
<b>RETAIL SALES</b>			
<i>Flea Market</i>	S		
<i>Grocery Store</i>	P		
<i>Major</i>	P		
<i>Minor</i>	P		
<b>STORAGE, COMMERCIAL</b>			
<i>Major</i>			
<i>Minor</i>	P		
<b>TELECOMMUNICATIONS</b>			
<i>Antenna Collocation (on a Building)</i>	P		
<i>Antenna Collocation (on a Tower)</i>	P		
<i>Small Wireless Facility</i>	P		
<i>Telecommunications Tower, Freestanding</i>			
<i>Telecommunications Tower, Stealth</i>	P		P
<b>VEHICLE ESTABLISHMENT</b>			
<i>Major</i>	S		
<i>Minor</i>	P		
<b>VISITOR ACCOMMODATIONS</b>			
<i>Bed and Breakfast</i>	P		
<i>Campground</i>			
<i>Hotel or Motel</i>	S		
<b>Industrial</b>			
<b>EXTRACTIVE INDUSTRY</b>			
<i>All</i>			
<b>INDUSTRIAL SERVICES</b>			
<i>Contractor Service</i>			
<i>Crabshedding</i>			
<i>Fuel Oil or Bottled Gas Distributor</i>			
<i>General Industrial Service and Repair</i>			
<i>Heavy Equipment Sales, Rental, or Service</i>			
<i>Research and Development</i>	P		

Attachment: 4\_SummaryVCtoNR (Set Public Hearing - Zoning Map Amendment)



**Camden County, North Carolina**  
**Principal Use Table, District Comparison**

**7.l.d**

Use Class / Main Category / Category	"P"=Permitted, "S"=Special Use Permit, Blank=Prohibited	VC	NR
MANUFACTURING AND PRODUCTION			
Manufacturing, Heavy			
Manufacturing, Light			
POWER GENERATION			
Solar Array		S	S
Wind Energy Conversion Facility			
WAREHOUSE AND FREIGHT MOVEMENT			
All			
WASTE-RELATED SERVICES			
Incinerator			
Land Application of Sludge/Septage			
Landfill			
Public Convenience Center or Transfer Station			
Recycling Center			
Salvage or Junkyard			
Waste Composting Facility			
WHOLESALE SALES			
Major		S	
Minor		P	

Attachment: 4\_SummaryVCtoNR (Set Public Hearing - Zoning Map Amendment)



**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Information, Reports & Minutes From Other Agencies**

<b>Item Number:</b>	10.A
<b>Meeting Date:</b>	October 03, 2022
<b>Submitted By:</b>	Karen Davis, Clerk to the Board Board of Commissioners Prepared by: Karen Davis
<b>Item Title</b>	<b>Register of Deeds Report</b>
<b>Attachments:</b>	Register of Deeds Report (PDF)

Ledger Report Fee Distribution  
TAMMIE KRAUSS, REGISTER OF DEEDS  
Camden, NC

10.A.a

Date Range From Monday, August 01, 2022 to Wednesday, August 31, 2022

Name	Amount
NC Children's Trust Fund	\$45.00
NC Domestic Violence Fund	\$270.00
State Revenue Stamp	\$16,653.63
County Revenue Stamp	\$17,333.37
Land Transfer Fee	\$0.00
Floodplain Map Fund	\$0.00
Supplemental Retirement	\$113.00
ROD Automation Fund	\$648.58
Dept Of Cultural Resources	\$0.00
Vital Records Fund	\$0.00
State General Fund	\$0.00
State Treasurer Amount	\$892.80
ROD General Fund	\$5,560.82
 Total Distribution For Period	 \$41,517.20
 Cash Total	 \$370.00
Check Total	\$40,544.20
Pay Account Total	\$603.00
ACH Total	\$0.00
Escrow Account Total	\$0.00
Overpayment Total	\$0.00
Total Deposit For Period	\$41,517.20

Report Generated at Thursday, September 1, 2022 7:48 AM

Page 1 of 1

Attachment: Register of Deeds Report (Register of Deeds Report)

Packet Pg. 247

Camden County Register of Deeds: Tammie Krauss  
August 2022 Daily Deposit

DATE	NC CHILDREN TRUST	NC DOM. VIO. FUND	STATE REV. STAMPS	COUNTY REV. STAMPS	RETIREMENT	AUTO FUND	STATE TREASURY	ROD GENERAL	TOTAL
08/01/22	\$ -	\$ -	\$ 519.40	\$ 540.60	\$ 3.72	\$ 21.74	\$ 37.20	\$ 185.34	\$ 1,308.00
08/02/22	\$ 5.00	\$ 30.00	\$ 573.30	\$ 596.70	\$ 7.86	\$ 44.59	\$ 49.60	\$ 385.95	\$ 1,693.00
08/04/22	\$ 5.00	\$ 30.00	\$ 1,245.09	\$ 1,295.91	\$ 8.84	\$ 50.85	\$ 68.20	\$ 426.71	\$ 3,130.60
08/05/22	\$ 5.00	\$ 30.00	\$ 754.60	\$ 785.40	\$ 6.96	\$ 39.88	\$ 49.60	\$ 333.16	\$ 2,004.60
08/08/22	\$ -	\$ -	\$ 720.30	\$ 749.70	\$ 5.32	\$ 32.13	\$ 43.40	\$ 273.75	\$ 1,824.60
08/09/22	\$ 5.00	\$ 30.00	\$ 599.27	\$ 623.73	\$ 5.78	\$ 30.51	\$ 49.60	\$ 264.11	\$ 1,608.00
08/10/22	\$ 5.00	\$ 30.00	\$ -	\$ -	\$ 3.29	\$ 17.24	\$ 18.60	\$ 144.87	\$ 219.00
08/11/22	\$ -	\$ -	\$ 377.30	\$ 392.70	\$ 3.48	\$ 20.16	\$ 37.20	\$ 171.16	\$ 1,002.00
08/12/22			\$ 743.33	\$ 773.67	\$ 4.73	\$ 28.26	\$ 43.40	\$ 238.81	\$ 1,832.20
08/15/22	\$ 5.00	\$ 30.00	\$ 798.70	\$ 831.30	\$ 7.09	\$ 39.06	\$ 55.80	\$ 336.05	\$ 2,103.00
08/16/22	\$ 5.00	\$ 30.00	\$ 265.09	\$ 275.91	\$ 3.23	\$ 14.57	\$ 31.00	\$ 131.20	\$ 756.00
08/17/22			\$ 253.82	\$ 264.18	\$ 1.78	\$ 9.87	\$ 18.60	\$ 88.75	\$ 637.00
08/18/22			\$ 254.80	\$ 265.20	\$ 5.30	\$ 31.37	\$ 49.60	\$ 266.73	\$ 873.00
08/19/22			\$ 655.62	\$ 682.38	\$ 8.69	\$ 47.53	\$ 105.40	\$ 417.38	\$ 1,917.00
08/22/22			\$ 80.85	\$ 84.15	\$ 12.34	\$ 77.77	\$ 49.60	\$ 682.29	\$ 987.00
08/23/22					\$ 0.96	\$ 6.20	\$ 6.20	\$ 50.64	\$ 64.00
08/24/22			\$ 561.54	\$ 584.46	\$ 4.97	\$ 30.58	\$ 31.00	\$ 264.45	\$ 1,477.00
08/25/22	\$ 5.00	\$ 30.00	\$ 270.48	\$ 281.52	\$ 5.88	\$ 31.68	\$ 49.60	\$ 269.64	\$ 943.80
09/26/22			\$ 6,510.63	\$ 6,776.37	\$ 1.65	\$ 10.12	\$ 12.40	\$ 85.83	\$ 13,397.00
09/29/22	\$ 5.00	\$ 30.00	\$ 455.70	\$ 474.30	\$ 3.90	\$ 20.67	\$ 24.80	\$ 175.63	\$ 1,190.00
09/30/22			\$ 751.66	\$ 782.34	\$ 3.09	\$ 18.22	\$ 31.00	\$ 153.69	\$ 1,740.00
9/31/22			\$ 262.15	\$ 272.85	\$ 4.14	\$ 25.58	\$ 31.00	\$ 214.68	810.40
									0.00
									\$ -
<b>TOTAL</b>	<b>\$ 45.00</b>	<b>\$ 270.00</b>	<b>\$ 16,653.63</b>	<b>\$ 17,333.37</b>	<b>\$ 113.00</b>	<b>\$ 648.58</b>	<b>\$ 892.80</b>	<b>\$ 5,560.82</b>	<b>\$ 41,517.20</b>

Attachment: Register of Deeds Report (Register of Deeds Report)



**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Information, Reports & Minutes From Other Agencies**

<b>Item Number:</b>	10.B
<b>Meeting Date:</b>	October 03, 2022
<b>Submitted By:</b>	Kim Perry, Library Prepared by: Kim Perry
<b>Item Title</b>	<b>Library Report 8/2022</b>
<b>Attachments:</b>	22-08 (DOCX)



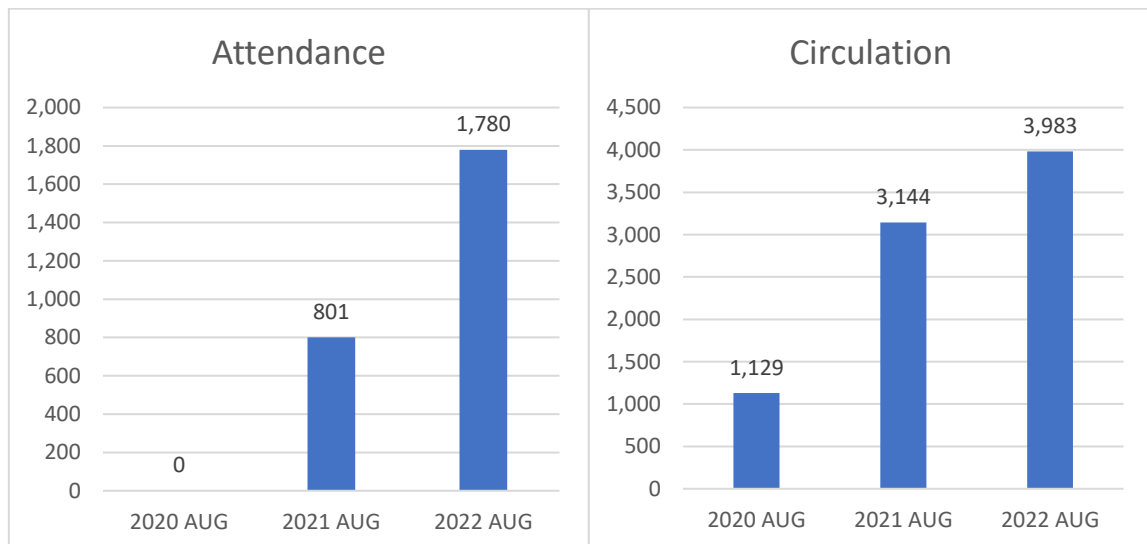
# Camden County Public Library

## August 2022 Statistics

Visitor Count	1,780
Materials Check Outs & Renewals	3,983
Computer/ Wireless Use	407/214
Questions Answered	420
Children's Programs/Attendance	18/340
Adult Programs/Attendance	1/10
Outreach Programs/Attendance	2/97
Study Room Usage/Attendance	14/31
Meeting Room Usage/Attendance	1/2
Days/Hours Open	29/246
# Items in Collection	20,109
Library Card Holders	3,107

## Comparison by Year

2020-2022





**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Consent Agenda**

<b>Item Number:</b>	10.C
<b>Meeting Date:</b>	October 03, 2022
<b>Submitted By:</b>	Karen Davis, Clerk to the Board Administration Prepared by: Karen Davis
<b>Item Title</b>	<b>NC Forest Service Annual Report</b>
<b>Attachments:</b>	NC Forest Service Annual Report 2021-2022 (PDF)

**NORTH CAROLINA FOREST SERVICE**

**ANNUAL REPORT**

**TO**

**CAMDEN COUNTY**

**COMMISSIONERS**

**FISCAL YEAR**

**2021 – 2022**

**PREPARED BY:**

**CAMDEN COUNTY RANGER**

**STEVE SUTTON**



Steven W. Troxler  
Commissioner

## North Carolina Department of Agriculture and Consumer Services

### *N.C. Forest Service*



Scott Bissette  
Assistant Commissioner

September 12, 2022

Dear Camden County Commissioners and County Manager Erin Burke:

This letter highlights the North Carolina Forest Service's annual accomplishments for Camden County in fiscal year July 2021 - June 2022. The NCFS is responsible for the protection and development of all private and state woodlands in the county per general statutes. Camden County's forestland area consists of 80,177 acres as listed in the 2015 NCFIA survey. Of these acres, only 49,494 are nonindustrial private that we have jurisdiction over. At this time, I would like to take the opportunity to inform you of our program areas and the accomplishments we made in each area. My Assistant County Ranger Anthony DeSocio has been with me for a year now and has completed several fire courses and our Rangers Training Program. Our Forest Fire Equipment Operator position is currently vacant.

### **Fire Control**

We had a average amount of fire response calls this year responding to 30 calls with 18 of those being wildfires with 10 warning ticket being written. Other calls were false alarms and legal or illegal control burns. We had 430 Burning Permits written by local agents and acquired by landowners online. We have 3 Volunteer Fire Departments in the county, which continue to be a tremendous asset to us in wildfire suppression. Their quick initial attack with us minimizes fire damage and keeps fires small.

### **Forest Management**

With help from our District Office staff in Elizabeth City; we prepared 15 management plans for Camden landowners consisting of 702 acres. These plans help landowners meet financial and personal objectives for their timberland. These plans address timber resources, wildlife, aesthetics, water quality, soil protection, and/or recreation opportunities. Using information in their management plans, Camden landowners contracted with tree planters for a total of 53 acres of harvested woodland that was replanted. We are also responsible for conducting survival checks of last year planting projects and land measurement of all projects funded with state funds using global positioning system instruments. We also collected 749 lbs. of seed for our State Nursery in Goldsboro and did a 1-acre hazard reduction marsh burn for one of our landowners.

### **Water Quality Protection**

We are also committed to randomly check on forestry logging operations. All forestry activities must adhere to Forest Practice Guidelines and Best Management Practices. These laws and regulations protect water quality and enable us to utilize forest resources in a sustainable manner. We conducted 11 inspections and re-inspections on loggers for 66 acres of forest harvesting activities in the county.

### **Information and Education**

These programs are a vital part of our organization and they educate the public in forestry and the prevention of wildfires. Due to the Covid-19 virus still around, our interaction with the public is low and we only conducted 4 programs in the county. South Mills Safety Day & Christmas Parade, Camden Heritage Festival, and a Camden Homeschool.

### **Urban Assistance and Pest Control**

We provide Camden citizens with advice and support on shade trees, windbreaks, and insect & disease control. Urban assistance will continue to be a priority as the population increases and more land is developed. In an effort to protect urban and forested areas, each year we conduct aerial and ground surveys for forest pest outbreaks. We continually work with cooperative agencies; NCSU Extension office for shade tree assistance and the North Carolina Department of Agriculture to monitor forest pest movements.

### **Other Services**

We are also involved in overall emergency response in Camden County, the State of North Carolina, and the Southeast Compact. We stand ready for natural disaster recovery efforts such as hurricanes, floods, tornadoes, and ice storms.

### **Summary**

I feel we had a good year in all program areas especially with position and program changes. I really appreciate the support of this board of commissioners and our other cooperators in helping us achieve this success. If you need any assistance or have any questions or concerns; please feel free to contact me at 336-4332.

Sincerely,



Steve Sutton  
Camden County Ranger





**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Information, Reports & Minutes From Other Agencies**

<b>Item Number:</b>	10.D
<b>Meeting Date:</b>	October 03, 2022
<b>Submitted By:</b>	Erin Burke, Administration Prepared by: Karen Davis
<b>Item Title</b>	<b>ABC Funds Report for FY 2021</b>
<b>Attachments:</b>	ABC Funds Report for FY 21 Camden (DOCX)

**ABC Funds Report for FY 21**

County: Camden

Amount of ABC Funds Budgeted \$6,797.57

ABC Funds Restrictions per County Allocation: None

Per GS 18B-805(h) since Trillium Health Resources received Alcoholism (ABC) Funds from your county, we are required to provide an annual report to the board of county commissioners describing how the funds were spent. Please find below to a brief description of the expenditures that were paid from July 1, 2021 to June 30, 2022.

Purchase of Naloxone Kits: Trillium purchased and distributed in Camden County 17 Naloxone kits at \$1275.00 to Bertie County Sheriff.

Access Point Kiosk – The Kiosk provides anonymous evidence-based self-conducted screenings for mental health and substance use to potentially link individuals to appropriate services. The **annual** cost is \$1181.00 for these kiosk per year.

\*Substance Abuse Treatment Services: \$ 125,804.00 was paid for 33 individuals from your county to providers for substance abuse treatment.

These Substance abuse treatment expenditures were spent for the treatment of alcoholism or substance abuse. These funds were paid to providers who contracted with Trillium to provide substance abuse treatment to consumers with an address in your county. Services provided include but are not limited to the below:

- Assessment/evaluation
- Outpatient treatment and counseling, including face to face and telepsychiatry and both individual and group
- Mobile Crisis
- Substance Abuse Intensive Outpatient Therapy
- Facility Based Crisis
- Opioid Treatment

\*Denotes State and ABC funds paid for services for consumers residing in Camden County with substance abuse diagnosis. This does NOT include Medicaid funds paid for the same.