

**Camden County Planning Board
Minutes**

March 16, 2011, 7:00 PM

Historic Courtroom

Camden County Courthouse Complex

BOARD MEMBERSHIP PRESENT / ABSENT

Present:	Absent:
Chairman Rodney Needham	None
Vice Chairman Calvin Leary	
Fletcher Harris	
Ray Albertson	
David Bundy	
Michael Etheridge	
John Aydlett	

STAFF PRESENT

Name:	Title:
Dan Porter	Director of Planning
Dave Parks	Permit Officer/Flood Administrator
Amy Barnett	Planning Clerk/Clerk to the Board

OTHERS PRESENT

Name and Town of Residence:	Title:	Purpose / Representing:	Meeting Section
Mr. Elton Sawyer	Property Owner	North River Campground	Item#6

Call to Order & Welcome

Chairman Rodney Needham called to order the March 16, 2011 meeting at 7:01 PM

Consideration of Agenda

Chairman Rodney Needham called for consideration of the agenda. Dan Porter pointed out that a copy of the September 15, 2010 minutes had been passed out to board members prior to the meeting and was before them for consideration. Mr. Porter clarified why this set of minutes was in need of re-consideration: it had been amended to include a consistency statement on lines 327-355 of the September 15, 2010 minutes. He requested that this amendment to the minutes be placed on the agenda after Item #3, consideration of the February 16, 2011 minutes such that February 16, 2011 minutes would become Item #3A, and September 15, 2010 minutes would be Item #3B.

Vice Chairman Calvin Leary made a motion to adopt the agenda as amended and to approve the February 16, 2011 minutes as written. John Aydlett seconded the motion. The motion passed with Chairman Rodney Needham, Vice Chairman Calvin Leary, Members Fletcher Harris, Ray Albertson, David Bundy, Michael Etheridge, and John Aydlett voting aye; none voting no; none absent; none not voting.

Consideration of the Minutes - February 16, 2011 & September 15, 2010 (amended)

Consideration of the minutes from February 16, 2011 was approved in concurrence with the vote to approve the agenda (see page 1).

Consideration of the minutes from September 15, 2010 as amended:

September 15, 2010 minutes of the Camden County Planning Board were amended to include a consistency statement explaining the vote regarding Rezoning Application (UDO 22010-08-11) Elsie G. Hollowell-Pugh.

Motion: "Approve minutes from September 15, 2010 as amended"
Made By: Vice Chairman Calvin Leary
Seconded: John Aydlett
Vote: The motion passed with Chairman Rodney Needham, Vice Chairman Calvin Leary, Members Fletcher Harris, Ray Albertson, David Bundy, Michael Etheridge, and John Aydlett voting aye; none voting no; none absent; none not voting.
Result: By a vote of 7-0, the September 15, 2010 minutes have been approved as amended.

Comments from the Public

None

New Business

Item #1 - Special Use Permit, UDO 2011-02-02, Elton Sawyer, Private Campground

**Findings of Facts
Special Use Permit
UDO 2011-03-02**

1. **Name of Applicant:** Elton & Judy Sawyer
2. **Agent for Applicant:**
3. **Address of Applicant:** 256 Garrington Island Road, Shawboro, NC 27973
4. **File Reference:** UDO 2011-03-02
5. **PIN:** 03-8974-00-72-5444
6. **Street Address of Property:** 256 Garrington Island Road
7. **Location of Property:** Shiloh Township
8. **Flood Zone:** AE
9. **Zoning District(s):** General Use District (GUD)
10. **Is a Zoning Change required for the Proposed Use?** No
11. **General Description of the Proposal:** Private Campground "North River Campground"
12. **Use Classification:** Article 151.334 (Use # 6.271)
13. **Date Application Received by County:** March 4, 2011
14. **Received by:** Dave Parks, Permit Officer
15. **Application Fee Paid:** \$400.00 (Check #9463)

16. **Completeness of Application:** Application appears to be complete.
- A. **Items Needed:** None
17. **Documents Received Upon Filing Application or otherwise included:**
- A. Land Use Application
- B. Sight Plan
- C. Deed
18. **Adjacent Property Use:** Wooded/Farmland
19. **Existing Land Use:** Campground
20. **Lot size:** Approximately 25 acres
21. **Utilities:**
- A. **Does the application include a letter or certificate from the District Health Department regarding septic tanks?** System already in place.
- B. **Does the applicant propose the use of public sewage systems?** No
- C. **Does the applicant propose the use of public water systems?** Yes
- D. **Distance from existing public water supply system:**
- E. **Is the area within a five-year proposal for the provision of public water?** Yes
- F. **Is the area within a five-year proposal for the provision of public sewage?** No
22. **Landscaping**
- A. **Is any buffer required?** No.
- B. **Is any landscaping described in application:** No
23. **Findings Regarding Additional Requirements**
- A. Endangering the public health and safety: Staff feels that there is no danger to the public health and safety.
- B. Injure the value of adjoining or abutting property: Staff feels that the development will not injure the values of adjoining or abutting property.
- C. Harmony with the area in which it is located: Yes.
- D. Conformity with the Plans
- (1). Land Use Plan – Project is in conformity with Land Use Plan. Yes
- (2). Thoroughfare Plan – N/A
- (3). Other Plans officially adopted by the Board of Commissioners – N/A
- E. Will not exceed the county's ability to provide public facilities
- (1). Schools – N/A.
- (2). Fire and rescue – No.
- (3). Law Enforcement – No.
- F. Other County Facilities – N/A

Staff recommends approval with the following conditions:

1. The applicant must strictly abide by all requirements of the Unified Development Ordinance of Camden County, North Carolina, and must also strictly comply with all other local, state, and federal ordinances, laws, rules and regulations as one or more ordinances, laws, rules and regulations may apply to this development.
2. The applicant shall complete the development strictly in accordance with the plans contained in the file titled UDO 2011-03-02.
3. All further minor amendments shall be reviewed and approved administratively.
4. Applicant shall obtain approval from the Health Department on all amendments that would place additional capacity on existing septic system.
5. If any of the conditions affixed hereto or any part thereof shall be held invalid or void, then this special use permit shall be voided and have no effect.

Dave Parks gave a brief introduction to this special use permit. As it stands right now, North River Campground is a 'legal non-conforming' use. Mr. Elton Sawyer is looking to expand the campground, but current zoning ordinances do not allow that without a special use permit. Mr. Sawyer has applied for a special use permit in order to expand the campground. The special use permit would make it a legal use per the current ordinances, thus allowing him to expand.

Staff is recommending approval of the special use permit with conditions as listed on the Findings of Facts. Mr. Parks pointed out that condition #4 has already been met, Albemarle Regional Health Services has already given their approval for expansion.

Dan Porter added that discussions regarding the future development of the campground have included the possibility of adding a motel on the site. Mr. Porter further added that under the conditions, item #3 says that 'all further minor amendments shall be approved administratively'. Mr. Porter said he would like for the addition / approval of a small motel with the existing building as a minor amendment to be handled administratively so that the applicant, Mr. Sawyer, will not need to come back before the Planning Board when he gets ready to build the small motel. Mr. Porter stated that all other appropriate permits and approvals will still be required (building permit, health department approval, etc).

After a brief discussion regarding placement(s) of buildings on the site plan for the campground, Chairman Rodney Needham called for a motion.

Motion: "approve Special Use Permit, UDO 2011-02-02, Elton Sawyer, Private Campground, and to include as part of condition #3 that the addition of a small motel may be handled administratively without need to come before the Planning Board"

Made By: Fletcher Harris

Seconded: Ray Albertson

Vote: The motion passed with Chairman Rodney Needham, Vice Chairman Calvin Leary, Members Fletcher Harris, Ray Albertson, David Bundy, Michael Etheridge, and John Aydlett voting aye; none voting no; none absent; none not voting.

Result: By a vote of 7-0, Special Use Permit, UDO 2011-02-02, Elton Sawyer, Private Campground, including as part of condition #3 that the addition of a small motel may be handled administratively without need to come before the Planning Board, has been approved and will be sent to the Board of Commissioners for their consideration.

Old Business

Item #1 - Ordinance Amendments - Impervious Surfaces & Family Cemeteries

PROPOSED ORDINANCE LANGUAGE

Ordinance No. 2011-03-01

**An Ordinance
Amending the Camden County
Code of Ordinances**

Camden County, North Carolina

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

Article I: Purpose

The purpose of this Ordinance is to amend Chapter 151 of the Camden County Code of Ordinances of Camden County, North Carolina, which was originally adopted by the County Commissioners on December 15, 1997, and subsequently amended and as otherwise incorporated into the Camden County Code.

Article II. Construction

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

Article III. Amend Chapter 151 as amended of the Camden County Code which shall read as follows:

CHAPTER 151: UNIFIED DEVELOPMENT

§ 151.068 MAXIMUM LOT COVERAGE BY BUILDINGS IMPERVIOUS SURFACE.

(A) The maximum percentage of any lot that may be covered shall be subject to the following:

<i>Districts/Lots</i>	<i>Total Lot Coverage Low Density</i>	<i>Uncovered Decks, Walkways and Pools Total Lot Coverage High Density - requires DENR approval</i>
Residential districts, for lots not covered below	25% 24%	NA <u>Up to 34%</u>
CCD, NCD, <i>and</i> MC <i>and</i> HC-districts	40% 24%	NA <u>60%</u>
<i>HC, I-1 and I-2 districts</i>	<u>24%</u>	<u>40%</u>
Residential lots 10,000 square feet to 20,000 square feet in area	25% 24%	Additional 15% of lot area <u>30%</u>
Residential lots less than 10,000 square feet in area	40% 24%	Additional 15% of lot area <u>30%</u>

(B) Notwithstanding the foregoing division, the maximum percentage of the portion of any lot or tract located in an estuarine shoreline area of environmental concern (areas within 75 feet landward of the mean high water level or normal water level of estuarine waters) that may be covered by impervious surfaces, including principal and accessory buildings as well as any paved parking area regardless of the paving material used, is 30% ~~24%~~.

§ 151.334 TABLE OF PERMISSIBLE USES.

The following is the table of permissible uses.

USE#	DESCRIPTION	R-1	R-2	R-3	CCD	NCD	HC	MC	GUD	I-1	I-2
21.000	Cemetery and Crematoriums										
21.100	Cemetery not on same property as church. <i>Family Cemeteries (see article 151.347 (N))</i>	S	S	S	S	S	S	S	S	S	S
21.200	Cemetery on same property as church <i>Cemetery on/not on same property as church affiliated with</i>	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z
21.300	<i>Cemetery - Perpetual Care</i>				S		S		S		

21.300											
21.400	Crematorium						S		S		

§ 151.347 SPECIFIC STANDARDS.

(N) The following development and design standards shall apply to all Cemeteries:

(1) Family Cemeteries (refer to Chapter 65 of the North Carolina General Statutes):

- a. Cemeteries shall be located on its own parcel of land.
- b. Minimum lot size shall be .5 acres for every 10 plots.
- c. Land shall have access from a state maintained road.
- d. Land shall be located outside the 100 year flood.
- e. Land shall be surveyed indicating location and size of plots and shall be recorded in the Camden Registry of Deeds Office.
- f. Cemetery shall be located behind a decorative fence.
- g. No plots shall be within 150 feet of a residential dwelling, private wells, or any part of a septic system.
- h. Setbacks: Front – 50 feet; Side – 25 feet; and Rear – 25 feet.
- i. Owner shall maintain an escrow account in the amount of five thousand dollars (\$5,000) with the Clerk of Courts for the costs of maintenance of the site.
- j. Owner shall provide the Clerk of Courts a maintenance schedule for the site.

Adopted by the Board of Commissioners for the County of Camden this _____ day of _____, 2011.

County of Camden

Sandra Duckwall, Chairman
Board of Commissioners

ATTEST:

Ashley Honaker
Clerk to the Board

Dave Parks gave a brief introduction for both amendments concurrently. Mr. Parks had handed out a revision to a page that was included in the board packet. Mr. Parks spoke regarding 151.083, access to streets. The handout he presented to the board had to do with standards regarding access to streets.

Family Cemeteries

Mr. Parks recommended pulling the Family Cemeteries section from the ordinance, since the standards for placement of a Family Cemetery are so strict that he feels no one will want to create a Family Cemetery. Mr. Parks mentioned that there would be difficulties in tracking these cemeteries and enforcement of the standards would also be difficult.

After some discussion among the board members regarding this agenda item, a motion was made and a vote taken regarding the Family Cemeteries section only:

Motion: “Remove Family Cemeteries from the proposed ordinance”
Made By: Vice Chairman Calvin Leary
Seconded: David Bundy
Vote: The motion passed with Chairman Rodney Needham, Vice Chairman Calvin Leary, Members Fletcher Harris, Ray Albertson, David Bundy, Michael Etheridge, and John Aydlett voting aye; none voting no; none absent; none not voting.
Result: By a vote of 7-0, the Family Cemeteries section will be removed from the Proposed Ordinance.

Impervious Surfaces - Maximum lot coverage by impervious surfaces.

Mr. Parks went over the recommendations listed in the proposed ordinance. Mr. Dan Porter then explained the table listed in the proposed ordinance.

Mr. Dan Porter explained that the State of NC mandated threshold for low density impervious surfaces is 24%. Anything that goes over that requires a Storm Water Permit from DENR. Mr. Porter pointed out that for ‘Residential lots less than 10,000 square feet in area’, if less than 10,000 sqft is being disturbed then no DENR approval is necessary. Mr. Porter said that the language in the table is ok for this type of situation, just know that it can be handled administratively without DENR.

After a brief discussion regarding lot sizes in the various zoning districts as it pertains to drainage, impervious surfaces, and any new structures built in the county, a motion was made and a vote taken regarding the Impervious Surfaces section only:

Motion: “Approve the Impervious Surfaces section of the proposed ordinance”
Made By: Vice Chairman Calvin Leary
Seconded: Fletcher Harris
Vote: The motion passed with Chairman Rodney Needham, Vice Chairman Calvin Leary, Members Fletcher Harris, Ray Albertson, David Bundy, Michael Etheridge, and John Aydlett voting aye; none voting no; none absent; none not voting.
Result: By a vote of 7-0, the Impervious Surfaces section of the proposed ordinance has been approved and will be sent to the Board of Commissioners for their consideration.

Information from Board and Staff

None

Consider Date of Next Meeting - April 20, 2011

Adjournment

At 7:33 PM, a motion was made to adjourn the meeting.

Motion: "Adjourn the March 16, 2011 meeting."
Made By: Ray Albertson
Seconded By: John Aydlett
Vote: The motion was approved with Chairman Rodney Needham, Vice Chairman Calvin Leary, Members Fletcher Harris, Ray Albertson, David Bundy, Michael Etheridge, and John Aydlett voting aye; none voting no; none absent; none not voting.
Results: By a vote of 7-0, the meeting is adjourned.

Date: _____

Approved: _____
Chairman Rodney Needham

Attested: _____
Amy Barnett, Clerk to the Board
Camden County Planning Board