

**Camden County Planning Board
Minutes
June 18, 2014, 7:00pm
Historic Courtroom
Camden County Courthouse Complex**

Members Present:	Absent:
Chairman Rodney Needham	Fletcher Harris
Vice Chairman Calvin Leary	Ray Albertson
David Bundy	
Michael Etheridge	
Patricia Delano	

Call to Order & Welcome

Chairman Rodney Needham called to order the June 18, 2014 meeting at 7:00 PM.

Others Present at Meeting

STAFF PRESENT

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

OTHERS PRESENT

Name/Residence:	Title:	Purpose / Representing:	Meeting Section:
Donnie Raper Campground Rd, Elizabeth City	Land owner of bordering property	Voice Concerns regarding New Business Item #1	New Business Item #1
Pete Burkheimer	Engineer	Engineering Services of VA Inc. / Provide answers to Mr. Raper	New Business Item #1

Consideration of Agenda

Chairman Rodney Needham called for consideration of the agenda.

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

Motion Seconded by: Vice Chairman Calvin Leary.

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

Consideration of Minutes: March 19, 2014

Chairman Rodney Needham called for consideration of the minutes from March 19, 2014.

Motion to approve the minutes as written made by: Michael Etheridge.

Motion Seconded by: Patricia Delano.

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

Comments from the Public

None

Old Business

None

New Business

New Business, Item #1

UDO 2013-05-03, Special Use Permit, Preliminary Plat, Joyce Landing

Dave Parks described this agenda item and read through the staff report (detailed below).

STAFF REPORT

UDO 2013-05-03 Special Use Permit – Preliminary Plat Joyce Landing

PROJECT INFORMATION

File Reference: UDO 2013-5-03
Project Name: Joyce Landing
PIN: 01-7080-00-86-8982
Applicant: Engineering Services
Of Virginia, Inc
Address: 3351 Stoneshore Rd
Virginia Beach, VA
23452

Phone:
Email:

Principal Agent: Camden Square Associates
Address: 524 Winston Salem Ave
Virginia Beach, VA 23451

Phone:
Email:

Current Owner of Record: Camden Square
Associates

Meeting Dates: TRC – June 4, 2014

Planning Board
Board of Commissioners

Application Received: 5/21/2014
By: David Parks, Permit Officer

Application Fee paid: \$3,600 Check #7482

Completeness of Application: Application is
generally complete

Documents received upon filing of application or otherwise included:

- A. Applicant acting as agent letter
- B. 10 copies Preliminary Plat Joyce Landing
Major Subdivision – 18 lots
- C. 1 copy of Construction Plans for Green
Meadows Major Subdivision
- D. DENR Erosion and Sedimentation Control
Plan No. CAMDE-2014-004
- E. DENR Stormwater Permit NO SWG060006
- F. ARHS letter on Perc tests
- G. Drainage approval letter – Greg Johnson
- H. Signed 404 wetland map.

PROJECT LOCATION:

Street Address: Intersection of Sandy Lane and Keeter Barn Road
Location Description: South Mills Township

REQUEST: Preliminary Plat approval Joyce Landing Major Residential Subdivision – 18 lots

SITE DATA

Lot size: Approximately 43.7 acres.
Flood Zone: X/AE
Zoning District(s): Basic Residential (R3-2)
Existing Land Uses: Farm Land

Adjacent Zoning & Uses:

	North	South	East	West
Zoning	Basic Residential (R3-2)	Basic Residential (R3-2)	Basic Residential (R3-2)	Basic Residential (R3-2)
Use & size	House – 4 Acres	House – 4.3 acres	Farm land 45 acres House – 1.5 acres;	McPherson Estates 21 - .9 acres lots

Proposed Use(s): Single Family Dwellings

Description of property:

Property is located off Keeter Barn Road in South Mills Township. There are Army Corps 404 wetlands in the back portion of lots 1-9. Army Corps drainage ditch Cypress Run located west of lot 1. Sketch plan was approved on 9/16/2013. Drainage plan approved by Camden County third party Engineer.

ENVIRONMENTAL ASSESSMENT

Streams, Creeks, Major Ditches:

Army Corps ditch Cypress Run located to the west of lot 1.

Distance & description of nearest outfall:

Nearest outfall is Cypress Run adjacent to lot 1.

Soils:

Predominant: Tomotley (ToA) Severe: wetness, percs slowly
Other: Roanoke (RoA), Munden (MuA), Altavista (AaA)

INFRASTRUCTURE

Water: South Mills Water

Sewer: Septic tank – perc tests attached

Traffic: All lots abut Keeter Barn (some will have shared driveways)

Technical Review Staff at Preliminary Plat

Approve	Approve With Comments	Dis-Approve	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	(a) South Mills Water District (See attached)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	(b) Albemarle Regional Health Department (See attached letter)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(c) South Mills Fire Department
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(d) Sheriff's Office
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(e) South Mills Post Office
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(f) Camden Soil & Water Technician
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(g) Central Communications (911)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(h) Superintendent of Camden County Schools
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(i) Transportation Director of Camden County Schools
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(j) NCDOT - Info as lots abut Keeter Barn Road SR 1225
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(k) Albemarle EMC
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(l) Century Link - Info only
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(m) Pasquotank EMS – No response

- **Streets:**
 - A. **Are all streets designed to be place under State system?** N/A. All lots abut Keeter Barn Road SR 1225
- **Open Space:**
 - A. **Is open space proposed?** Yes. $43.7 \times .05 = 2.19$ acres required. Proposed +/- 2.85
 - B. **Recreational Land:** N/A
 - C. **Will property owner restrictive covenants be needed?** Yes.
- **Utilities:**
 - A. **Does the application include a letter or certificate from the District Health Department regarding septic tanks?** Yes.
 - B. **Does the applicant propose the use of public sewage systems?** No. Septic
 - C. **Does the applicant propose the use of public water systems?** Yes, with South Mills Water Association.
 - D. **Distance from existing public water supply system:** Adjacent to property.
 - E. **Is the area within a five-year proposal for the provision of public sewage?** No.
- **Landscaping:**

- A. **Is any buffer required?** Yes as indicated on plat.
- B. **Will trees be required along dedicated streets UDO Article 151.156?** N/A Trees will be planted in the buffer area.
- **Findings Regarding Additional Requirements:**
 - A. **Endangering the public health and safety:** The application doesn't appear to endanger the public health and safety.
 - B. **Injure the value of adjoining or abutting property:** The application does not appear to injure the value of adjoining or abutting property.
 - C. **Harmony with the area in which it is located:** Proposed use is in Harmony with the area that it is located as there are Single Family Dwellings located adjacent to/near the property.
 - D. **Conformity with the Plans:**
 - 1. **Comprehensive Plan**
 - Future Land Use Maps has land identified as Rural Residential with densities up to 1 dwelling unit per acre.
 - 2. **CAMA Land Use Plan:**
 - Property located outside Core Village of South Mills.
 - Policy 9 states the county supports greater residential densities in areas that are accessible to water and/or sewer services. Water lines exist adjacent to property.
 - 3. **Thoroughfare Plan:** Lots front Keeter Barn Road
 - 4. **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:** Approved. Development will create approximately 8 students (.44 X 18)
 - 2. **Fire and Rescue:** Approved.
 - 3. **Law Enforcement:** Approved.

STAFF COMMENTARY/RECOMMENDATIONS:

Staff recommends approval of the Special Use Permit for Preliminary Plat Joyce Landing Major Subdivision with the following conditions and modifications:

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/Construction drawings and specifications submitted to the Planning Office of Camden County, North Carolina, and contained in the file titled (UDO 2013-05-03).
3. As requested by South Mills Water Association, developer shall install three hydrants as determined by Water Association, along Ketter Barn Road. Modify Construction Drawings to reflect location of hydrants.
4. Indicate on Construction Drawings location of driveways that have shared access.
5. All lots shall be crowned to where the dwelling is located to an elevation at or above the 100 year flood. Those elevations shall be indicated on each lot on the final plat for each phase. No

building permit shall be issued until such elevations are verified by a Surveyor or Engineer licensed to do business in North Carolina.

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 Joyce Landing 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 No. SW7131108.
 - b. The re-certification to the County of the approved drainage plan every five years by a licensed N.C. Engineer.
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.

After reviewing the staff report for the board, Mr. Parks read a letter from Albemarle Regional Health Services regarding Lot 18 into the record. That letter read as follows:

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June 6, 2014

David Parks
Permit Officer, Camden County
117 North 343
Camden, NC 27921

Re: Proposed Joyce Landing Subdivision, Parcel # 0170 8000 8689 8200 00

Mr. Parks:

The proposed 18 lot subdivision listed above located on Keeter Barn Road in South Mills has been evaluated by Albemarle Regional Health Services. The lots have been found to be provisionally suitable for septic systems. These lots will require aerial fill, sand lined trench systems, and deep swales along property lines.

If you have any questions, feel free to call me at 252-338-4490.

Thanks,

Kevin Carver
Environmental Health
Albemarle Regional Health Services

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At this time, Mr. Parks introduced Mr. Pete Burkheimer, saying that he is here to answer any questions. Mr. Parks then opened the floor to public comment on this agenda item.

Mr. Donnie Raper of Elizabeth City voiced concerns regarding the drainage ditch between lots 10 and 11 of the proposed subdivision. Mr. Raper's concern centered around the terminology of the words proposed and dedicated in reference to the 40 foot proposed drainage ditch. On the preliminary plat, it shows a proposed drainage ditch between the two lots, Mr. Raper was looking for assurance that there would indeed be a drainage ditch dedicated to that location.

Chairman Rodney Needham commented that a preliminary plat is intended to give an opportunity for the public to voice any concerns regarding the proposed development.

Mr. Raper added that he would like to see the word proposed taken out and 40 foot easement for drainage added in case the ditch has to be dug out because that ditch drains his property which is adjoining the proposed development.

Mr. Burkheimer spoke in reference to this as well, pointing out the following:

- A preliminary plat does not get recorded at the Register of Deeds
- The words "40 Foot Private Drainage Easement Hereby Dedicated" will appear on the Final Plat
- Preliminary Plat is for planning

Mr. Burkheimer added that he is willing to do whatever the Board wishes with regards to providing reassurance to Mr. Raper that the 40 foot private drainage easement between lots 10 and 11 will happen.

Mr. Parks suggested that it be made one of the stipulations of the Special Use Permit.

Chairman Rodney Needham asked if South Mills Water Association's requirements have been satisfied. Mr. Parks stated that they have given their approval with conditions that there be 3 fire hydrants.

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

Motion to approve UDO 2013-05-03, Special Use Permit, Preliminary Plat, Joyce Landing with the conditions as stated in Staff's findings of facts made by: Vice Chairman Calvin Leary.

Motion seconded by: Michael Etheridge.

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

Information from Board and Staff

Dave Parks had the following item to report on:

- Post Office is part of the Technical Review Staff
 - With their cutbacks they are going to be requiring any new subdivisions with dedicated roads to install CBU boxes to be located in an area accessible by the subdivision community. Community mail box units will be used in lieu of postal personnel going door to door to deliver mail.
 - These are for future developments

Consider Date of Next Meeting - July 16, 2014

Adjournment

At 7:35 PM, Michael Etheridge made a motion to adjourn the meeting. David Bundy seconded the motion. The motion was approved with Chairman Rodney Needham, Vice Chairman Calvin Leary, Members Patricia Delano, David Bundy, and Michael Etheridge voting aye; none voting no; Members Fletcher Harris and Ray Albertson absent; none not voting.

Date: _____

Approved: _____
Chairman Rodney Needham

Attested: _____
Amy Barnett, Planning Clerk