

**Camden County Board of Commissioners  
November 16, 2015  
7:00 P.M. – Regular Session  
Historic Courtroom, Courthouse Complex  
Camden, North Carolina**

**MINUTES**

The regular meeting of the Camden County Board of Commissioners was held on November 17, 2015 in the Historic Courtroom, Camden, North Carolina. The following Commissioners were present:

Chairman Michael McLain  
Commissioners Garry Meiggs and Tom White

Vice Chairwoman Sandra Duckwall and Commissioner Clayton Riggs absent

Also attending were County Manager Michael Renshaw, County Attorney John Morrison and Clerk to the Board Angela. Present for purposes of making a presentation(s) or providing supporting information for agenda items were the following persons: Planning Director Dan Porter and Tax Administrator Lisa Anderson

**CALL TO ORDER**

Chairman Michael McLain called to order the February 16th, 2015 meeting of the Camden County Board of Commissioners at 5:58 PM. Chairman Michael McLain called for a motion to enter closed session Pursuant to G.S. 143-318.11(a) (3) to consult with Attorney to discuss matter relating to potential litigation and current litigation Case Number: 215-cv-00021 - Camden County et al v. Northeastern Community Development Corporation et al.

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**CLOSED SESSION**

Commissioner Garry Meiggs made a motion to go into closed session at 6:05 PM. The motion passed 3-0 with Chairman Michael McLain, Commissioners Garry Meiggs and Tom White voting aye; no Commissioner voting no; Vice Chairwoman Sandra Duckwall and Clayton Riggs absent; and no Commissioner not voting.

Commissioner Clayton Riggs entered at 6:07 PM

Commissioner Garry Meiggs made a motion come out of closed session at 6:30 PM. The motion passed 4-0 with Chairman Michael McLain and Commissioners Garry Meiggs, Tom White and Clayton Riggs voting aye; no Commissioner voting no; Vice Chairwoman Sandra Duckwall absent; and no Commissioner not voting.

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**REGULAR SESSION**

CAMDEN COUNTY BOARD OF COMMISSIONERS  
Regular Meeting – November 16, 2015

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Chairman Michael McLain reconvened the November 16<sup>TH</sup>, 2015 meeting of the Camden County Board of Commissioners at 7:01 PM. The following Commissioners were present:

Chairman Michael McLain, Vice Chairwoman Sandra Duckwall  
Commissioners Garry Meiggs, Tom White and Clayton Riggs

**INVOCATION & PLEDGE OF ALLEGIANCE**

Commissioner Clayton Riggs gave the invocation and led those present in the Pledge of Allegiance.

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**PUBLIC COMMENTS**

None

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**CONSIDERATION OF THE AGENDA**

Chairman Michael McLain asked if there were any changes to the agenda. Not hearing any changes, Chairman Michael McLain called for a motion.

Commissioner Garry Meiggs made a motion to approve the agenda as presented. The motion passed 5-0 with Chairman McLain, Vice Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs and Tom White voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

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**OLD BUSINESS**

***Item 3.A - Personnel Policy Changes***

County Manager Mike Renshaw advised the board that staff revised the proposed personnel policy changes as directed by the board during the November 2<sup>nd</sup> Commissioners meeting.

Commissioner Tom White made a motion to approve the amendments to Article VI. Conditions of Employment & Article XI. Grievance Procedure and Adverse Action Appeal of the personnel policy as presented. The motion passed 5-0 with Chairman McLain, Vice Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs and Tom White voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

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**PUBLIC HEARINGS**

Commissioner Clayton Riggs made a motion to go into public hearing for Item 4.A - Ordinance No. 2015-10-01 – Proposed amendments to Chapter 151 (Unified Development Ordinance) of the Camden County Code Ordinances. The motion passed 5-0 with Chairman McLain, Vice Chair Sandra Duckwall, Commissioners

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Garry Meiggs, Clayton Riggs and Tom White voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

***Item 4.A - Public Hearing: Ordinance No. 2015-10-01 – Proposed amendments to Chapter 151 (Unified Development Ordinance) of the Camden County Code Ordinances***

Planning Director Dan Porter informs the board that Ordinance No. 2015-10-01 has two parts. One pertaining to Design Standards and the other adds requirements of the newly adopted drainage manual.

Design Standards

- New state law prohibits the placement of Design Standards (Article 151.069) on single family dwellings and modular homes.
- Eliminates design standards related to modular homes and single family homes. Such as:
  - Roof Pitch
  - Porch size requirements
- The Mobile home design standards will remain

Mr. Porter asked if there were any questions to this section of the ordinance. Hearing none, he proceeded to the second part of the ordinance.

Drainage

With the adoption of Camden's Drainage Manual, some of the requirements exceed those stated in the Unified Development Ordinance. The proposed amendments address those requirements and clarify existing language in the Unified Development Ordinance.

- Removes redundant language from Article 151.232, as it is repeated in Article 151.400
- Line 196 – new language added
- Line 211 – allows one reasonable deviation
- Line 282 – refers planning to the manual
- Line 286 – 10ft. easement that extends 5ft. from the center line of the ditch
- Line 365 - refers planning to the manual

Public Comments

Christy Hall of South Mills came forward to ask “what happens when ponds do not recover to the specifications?”

Mr. Porter advised that the responsibility falls on the engineer. Should they not comply, the county would enforce fines per day.

Greg Stewart of South Mills asked if this item had any bearing on Item B.

Chairman McLain confirmed that they are separate public hearings.

Warren Riggs of Shiloh came forward with questions pertaining to property he owns in South Mills

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- Asked if anyone (on the board or staff of the county) has given permission to anyone to enter his 20 acre property in South Mills adjacent to the Green Meadows subdivision.

Chairman McLain advised Mr. Riggs that this is the time for Public Comments pertaining to Ordinance No. 2015-10-01.

Commissioner Clayton Riggs would like to know how many levels are in the review process.

Planning Director Dan Porter explains residential subdivisions of 5 lots or less non-residential subdivision of more than 5 lots. If the engineer meets all specifications of the code on the first review, than there is only one level of review.

County Attorney John Morrison asked Planning Director Dan Porter to explain “under seal”.

Planning Director Dan Porter explains that, documents under seal, is a certification to the county that the engineer is licensed and liable.

Chairman Michael McLain asked if there were any further comments from the public regarding this issue. Hearing none, he called for a motion to close the public hearing.

Commissioner Garry Meiggs made a motion to close the public hearing. The motion passed 5-0 with Chairman McLain, Vice Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs and Tom White voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting

***Item 4.B - Public Hearing – Special Use Permit Preliminary Plat Green Meadows – 9 lot Major Subdivision (UDO 2013-08-04)***

County Attorney John Morrison states that the developer wishes to be heard on a continuance of the Public Hearing.

Keith Nowell - 987 Swamp Road developer of Green Meadows

- The Open Space Area questions have been rectified
- New plans were submitted to NCDOT
- Received new request from NCDOT for more changes just last week
- Changes have been made and submitted to NCDOT, although not enough time for NCDOT to review

County Attorney John Morrison advises Chairman Michael McLain to ask if there are any objections from the opponents

Attorney Ben Gallop states they have no objections, stating his clients would like to receive the changes in enough time to make a complete review.

Attorney John Morrison states that the Public Hearing needs to be advertised for the new meeting date.

CAMDEN COUNTY BOARD OF COMMISSIONERS  
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Commissioner Garry Meiggs made a motion to grant the developer and the opponents of the green meadows subdivision a continuance and set the new public hearing date for January 4<sup>th</sup>, 2016. The motion passed 5-0 with Chairman McLain, Vice Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs and Tom White voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Chairman Michael McLain called Mr. Warren Riggs to come forward to state his comments pertaining to Special Use Permit Preliminary Plat Green Meadows.

Warren Riggs of Shiloh came to the podium to ask if the board authorized anyone to cross his 42 acre property, adjacent to the proposed Green Meadows subdivision

- Mr. Riggs expresses his frustration as this is the 3<sup>rd</sup> public hearing he has attended, now continued, making a fourth hearing.

### **NEW BUSINESS**

#### ***Item 5.A - Monthly Tax Report – October***

*Tax Administrator Lisa Anderson gave the Monthly Tax Report for October 2015.*

MONTHLY REPORT OF THE TAX ADMINISTRATOR TO THE CAMDEN COUNTY BOARD OF COMMISSIONERS		
OUTSTANDING TAX DELINQUENCIES BY YEAR		
YEAR	REAL PROPERTY	PERSONAL PROPERTY
2014	144,265.84	7,084.53
2013	52,704.32	9,612.14
2012	26,952.16	12,720.13
2011	14,457.88	9,982.88
2010	11,790.51	6,416.37
2009	6,798.07	6,061.83
2008	6,133.35	6,209.90
2007	5,998.24	9,328.97
2006	1,996.46	14,433.63
2005	1,690.71	26,367.38
TOTAL REAL PROPERTY TAX UNCOLLECTED		272,787.54
TOTAL PERSONAL PROPERTY UNCOLLECTED		108,217.76
TEN YEAR PERCENTAGE COLLECTION RATE		99.43%
COLLECTION FOR 2015 VS. 2014		17,713.93 vs. 16,649.52
<b>LAST 3 YEARS PERCENTAGE COLLECTION RATE</b>		
2014		97.77%
2013		99.11%
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***Item 5.B - Resolution No. 2015-11-01- Establishing a policy for approval and opening of Closed Session minutes and general accounts***

*County Manager Mike Renshaw presents resolution No. 2015-11-01 that clarifies a policy for approval and opening of Closed Session minutes.*

*Attorney Morrison advised opening closed session minutes is a legal decision and he will advise the clerk if opening closed session minutes would frustrate the purpose of entering closed session.*

*Attorney John Morrison adds that the board would be notified after the annual review of any closed session minutes that he deems to no longer frustrate the purpose, before the clerk releases those minutes to the public.*

**RESOLUTION No. 2015-11-01**

**RESOLUTION TO ESTABLISH POLICY FOR APPROVAL & OPENING OF CLOSED SESSION MINUTES AND GENERAL ACCOUNTS**

**WHEREAS**, The North Carolina Open Meetings Statute, G.S. §143-318.11 allows public bodies to meet in Closed Session for certain purposes; and

**WHEREAS**, North Carolina General Statute G.S. §143-318.10(e) provides that every public body shall keep full and accurate minutes of all official meetings, including any Closed Sessions held pursuant to G.S. §143-318.11; and

**WHEREAS**, G.S. §143-318.10(e) also provides that minutes or an account of a Closed Session conducted by a public body in compliance with G.S. §143-318.11 may be withheld from public inspection so long as public inspection would frustrate the purpose of a Closed Session and requires that these documents be made public once it is determined that they no longer frustrate the purpose of a Closed Session.

**NOW THEREFORE BE IT RESOLVED**, that the Camden County Board of Commissioners does hereby establish the following policy for approval and opening of Closed Session minutes and general accounts.

- The Board shall approve the Closed Session minutes and general account in Closed Session "to prevent the disclosure of information that is made privileged or confidential by G.S. §143-318.10(e)." Upon approval of Closed Session minutes and general account, said minutes and general account are deemed to be sealed until otherwise opened pursuant to the terms of this Resolution.
- The Board delegates to the County Attorney and the Clerk to the Board the responsibility to review the Closed Session minutes and general accounts annually and to open the Closed Session minutes and general accounts for which the purpose of the Closed Session would no longer be frustrated by keeping them closed.
- The Board authorizes the County Attorney to sign and date the action to open any Closed Session minutes or general account; and to sign and date the action upon determination that any Closed Session minutes or general accounts should remain permanently sealed.
- The Board authorizes the Clerk to insert the opened Closed Session minutes and general accounts into a separate "Opened Closed Session Minutes and General Accounts Book." The Closed Session minutes and general accounts that the County Attorney determines should remain permanently sealed shall be kept in a separate "Sealed Closed Session Minutes and General Accounts Book."

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### **PUBLIC COMMENTS**

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**NEW BUSINESS**

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MONTHLY REPORT OF THE TAX ADMINISTRATOR TO THE CAMDEN COUNTY BOARD OF COMMISSIONERS		
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***Item 5.B - Resolution No. 2015-11-01- Establishing a policy for approval and opening of Closed Session minutes and general accounts***

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*Attorney John Morrison adds that the board would be notified after the annual review of any closed session minutes that he deems to no longer frustrate the purpose, before the clerk releases those minutes to the public.*

**RESOLUTION No. 2015-11-01****RESOLUTION TO ESTABLISH POLICY FOR APPROVAL & OPENING OF CLOSED SESSION MINUTES AND GENERAL ACCOUNTS**

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**WHEREAS**, North Carolina General Statute G.S. §143-318.10(e) provides that every public body shall keep full and accurate minutes of all official meetings, including any Closed Sessions held pursuant to G.S. §143-318.11; and

**WHEREAS**, G.S. §143-318.10(e) also provides that minutes or an account of a Closed Session conducted by a public body in compliance with G.S. §143-318.11 may be withheld from public inspection so long as public inspection would frustrate the purpose of a Closed Session and requires that these documents be made public once it is determined that they no longer frustrate the purpose of a Closed Session.

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CAMDEN COUNTY BOARD OF COMMISSIONERS  
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Vice Chairwoman Sandy Duckwall made a motion to approve Resolution No. 2015-11-01. The motion passed 5-0 with Chairman McLain, Vice Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs and Tom White voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

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Commissioner Clayton Riggs made a motion to amend the agenda to add New Business Item 5.C - Ordinance No. 2015-10-01 – Proposed amendments to Chapter 151 (Unified Development Ordinance) of the Camden County Code Ordinances. The motion passed 5-0 with Chairman McLain, Vice Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs and Tom White voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

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***Item 5.C - Ordinance No. 2015-10-01 – Proposed amendments to Chapter 151 (Unified Development Ordinance) of the Camden County Code Ordinance***

**Ordinance No. 2015-10-01  
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**

**§ 151.069 DESIGN STANDARDS.**

*See §§ 151.380 through 151.387 of this chapter for further criteria for any development within a special flood hazard area.*

(A) Except as otherwise provided herein, the following design standards shall apply to all ~~site-built, modular and mobile~~ single-family and multi-family homes erected, constructed, installed, placed or otherwise located in the county, but shall not apply to commercial structures. *No certificate of occupancy may be issued until the Administrator determines that the applicable appearance criteria have been met.*

(B) ~~The following design standards shall apply to all modular and site-built homes erected, constructed, installed, placed or otherwise located in the county, but shall not apply to commercial structures:~~

~~(1) The minimum vertical rise for a roof shall be 6 feet for each 12 feet of horizontal run.~~

~~(2) Not less than 50% of the entire roof area of the house shall have a minimum vertical rise of 6 feet for each 12 feet of horizontal run.~~

~~(3) The calculation of the minimum roof area required to meet the 50% threshold shall not include the roof area covering a dormer window.~~

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~~\_\_\_\_\_ (4) The minimum vertical rise for a roof shall be 4 feet for each 12 feet of horizontal run over any style of dormer windows.~~

~~\_\_\_\_\_ (5) The minimum vertical rise for a roof shall be 3 feet for each 12 feet of horizontal run over non-heated space such as porches.~~

~~(C) The following appearance standards shall apply to all modular homes erected, constructed, installed, placed or otherwise located in R-3 and GUD districts:~~

~~\_\_\_\_\_ (1) No modular home may be constructed or installed that does not have at least a porch at the front entrance of the structure. Such porch shall have a minimum area of 54 square feet, and the calculation of such area shall not include any steps.~~

~~\_\_\_\_\_ (2) The sides of all porches and steps shall be constructed with wood, masonry or concrete, but no metal.~~

~~\_\_\_\_\_ (3) All porches shall have a roof attached to the modular home and shall extend over the entire porch.~~

~~\_\_\_\_\_ (4) The curtain wall or foundation shall have a visible exterior of one of the following: true brick or natural stone.~~

~~(D) The following appearance standards shall apply to all Class A, Class B and Class C mobile homes. No certificate of occupancy may be issued until the Administrator determines that the applicable appearance criteria have been met:~~

~~(1) Class A mobile homes may be installed in R-1 and R-2 zoning districts with at least the following appearance standards:~~

~~(a) The curtain wall or foundation shall have a visible exterior of one of the following: true brick or natural stone.~~

~~(b) 1. The mobile home is to be installed not less than the same distance from the right-of-way as any principle structure on an adjacent property on the same side of the roadway.~~

~~2. In those instances where an adjoining property has a principal structure located inside the required front setback area, and such principal structure is located within 150 feet of the proposed site for installation of the Class A mobile home, then the proposed Class A mobile home may be installed at a setback equal to the structure on the adjacent property or 25 feet from the right-of-way, whichever is greater.~~

~~(c) There shall be a front porch to the mobile home having dimensions of not less than five feet wide and five feet deep. The rear or side porch shall have dimensions of not less than three feet wide and three feet deep. The front and sides of all porches and steps shall be constructed with wood, stone, masonry, concrete, or similar looking composite material.~~

~~(2) Class B and Class C mobile homes may be installed in the R-1 zoning district and within approved mobile home parks subject to the following appearance standards:~~

~~(a) The curtain wall shall be of all-weather material covering all exposed underpinning.~~

~~(b) 1. The mobile home is to be installed not less than the same distance from the right-of-way as any principle structure on an adjacent property on the same side of the roadway.~~

~~2. In those instances where an adjoining property has a principal structure located inside the required front setback area, and such principal structure is located within 150 feet of the proposed site for installation of the Class B or C mobile home, then proposed Class B or C mobile home may be installed at a setback equal to the structure on the adjacent property or 25 feet from the right-of-way, whichever is greater.~~

~~(c) There shall be a porch at each entrance to the structure having dimensions of not less than three feet wide and three feet deep. The front and sides of all porches and steps shall be constructed with wood, stone, masonry, concrete, or similar looking composite material.~~

~~(3) Mobile homes that are installed as a change out to an existing mobile home must meet these appearance standards.~~

**§ 151.232 DESIGN STANDARDS AND CRITERIA.**

All major subdivisions shall be designed to meet the following requirements:

(F) *Drainage.*

(1) Each subdivision shall provide adequate storm drainage for all areas in the subdivision as

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~~described in Article 151.400 and the Camden County Stormwater Drainage Design Manual. A combination of storage and controlled release of stormwater run-off is required. The release rate of stormwater from all developments shall not exceed the ten-year stormwater run-off from the area in its natural state (post-development vs. pre-development). All free-flowing storm drainage systems shall be designed to accommodate the run-off generated by a ten-year design storm or State Department of Transportation (NCDOT) standards if more restrictive and the system will be maintained by NCDOT if the system is located within the NCDOT right of way. Plans must show, at minimum, the following information:~~

- ~~\_\_\_\_\_ (a) All culvert inverts, including driveway culverts;~~
  - ~~\_\_\_\_\_ (b) Direction of flow;~~
  - ~~\_\_\_\_\_ (c) Elevation data of drainways, ditches, swales and the like to outlet;~~
  - ~~\_\_\_\_\_ (d) Drainage calculations for drainway design within boundaries of proposed subdivision and off-site, if appropriate; and~~
  - ~~\_\_\_\_\_ (e) Total pre-development and post-development run-off in CFS (cubic foot per second) volume leaving development area.~~
- ~~\_\_\_\_\_ (2) Plans must address maintenance of the drainage system and who will be the responsible party to ensure proper maintenance is performed on the drainage system. The plan will be reviewed and inspected by county planning and technical review staff.~~

(J) Lots.

~~(6) Lot Grading - Minimum desirable slope shall be not less than 1%, minimum acceptable slope shall be not less than 0.5%. Construction plans shall provide sufficient grades, ridge lines and directional arrows to define the proposed drainage pattern of the entire lot. A minimum of seven proposed lot grades shall be provided; four at the corners; two at the side yard midpoints; and one grade located at the center of the lot (rear of typical structure location). Intermediate grades will be defined by linear interpolation of lot grades provided. Note Type A, B, or AB lot drainage for each lot. Overland flow onto adjacent offsite property is generally unacceptable. Commercial/Industrial subdivision plans shall provide lot grading to facilitate drainage until final development of individual parcels. Single Family Detached Lot Grading Policy:~~

~~(a) Construction plans for all new subdivisions will show proposed lot grades to the nearest 0.1'.~~

~~(b) An engineer's or land surveyor's certification shall be submitted to the County prior to final plat approval certifying that lot grades are within 0.4' of proposed grades and a minimum positive slope of 0.25% exists in the direction indicated in the approved plan. Certification may be waived in cases where approved drainage plans showing existing grades meet the criteria.~~

~~(c) Lots shall be graded to within 0.1' of the final grade prior to being certified for a Certificate of Elevation. A minimum grade of 0.5% must be provided on the lot. A certification is required from a Land Surveyor confirming this lot grading. See the County's "Certificate of Elevation Grade Adjacent to Structure and Finished Floor of Structure for Compliance with Final Plat."~~

~~(d) The as constructed elevations of culverts shall be deemed acceptable if the as constructed invert elevation is within 0.12' of the proposed grade, provided, however, that elevations resulting in a flat or adverse slope will be deemed unacceptable even if within the 0.12' tolerance.~~

**§ 151.233 REQUIRED MAJOR SUBDIVISION SUBMISSION DOCUMENTS AND INFORMATION.**

	Sketch Plat	Preliminary Plat	Final Plat
<b>Project; Plat Information:</b>			
Drainage calculations in order to comply with state <u>and</u> <u>county</u> stormwater/ <u>drainage</u> regulations		X	

**FLOODPLAIN MANAGEMENT**

**§ 151.384 GENERAL STANDARDS.**

~~(15) Excavation and filling in the floodplain areas, areas noted as AE in the FIRM maps, may be allowed at the approval of the County. Cut and fill for new development in the floodplain will only be acceptable if the net volume available within the floodplain remains the same (<https://msc.fema.gov/portal/advanceSearch>). The volumes will be judged from one foot contour to the next. No credit will be provided for excavation below the normal water elevation of the creek or below the ground water table, whichever is higher. The engineer will provide the areas and volumes at one foot~~

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contour intervals for the existing conditions and demonstrate through volume calculations that the proposed condition equals or provides more storage volume for the development. The calculation and demonstration shall begin at the normal elevation, or invert elevation, and proceed by even one foot increments to the FIRM reported base flood elevation for the immediate area. The cut and fill within the floodplain area must take place within the general confines of the development or within 500' of the river station shown on the FEMA maps.

(16) A parcel which lies within the AE Flood zone and is within a portion of a creek or river which has riverine hydraulic characteristics, may fill one time only up to five percent (5%) of the flood zone area within the parcel's boundary. This is a onetime only occurrence and supersedes Item 2 of this Division. This exception is provided to allow a reasonable engineering design of a property and a connection or roadway from one area to another. This exception should not be construed to include floodways and non-encroachment zones. Filling over five percent (5%) will require a balance of cut and fill as dictated by Item 2 of this Division.

**DRAINAGE, EROSION CONTROL AND STORMWATER MANAGEMENT**

**§ 151.400 DRAINAGE.** WHEREAS, the issue of storm water management is of substantial concern to the Camden County Commissioners and the people of Camden County; and whereas after thorough reflection and study, the Camden County Commissioners find the following facts:

- Given the topography of Camden County its citizens are challenged with storm water runoff management which can be a danger to health and property.

- Such topographical slopes as exists in Camden County which can be as modest as zero percent to two percent over vast areas including those portions of real property which are improved with residential and commercial structures.

- Such topography severely limits, if not completely prohibits, storm water runoff and natural drainage that might be found in other areas of the state.

- Further, such topography can expose the County and its citizens to standing water and flooding.

- The elevation of surface waters at drainage outfalls and the hydraulic grade lines within and outside of a residential or commercial development site are critical to designing storm water systems to accommodate the often substantial quantities of runoff that could result from hurricanes, tropical storms, nor'easters and sustained periods of intense rain all of which the County is subject to receive on a frequent basis.

- Rain water tends to be held on undeveloped or agricultural land, often standing in agricultural fields to a depth of several inches for lengthy periods of time which in turn attenuates the flow of water from agricultural fields thereby reducing agricultural runoff to a greatly lesser amount than what would be typically expected in other areas of the state.

- Development of the land, both residential and commercial will change the impervious/pervious nature and compaction character of the soil and further restrict natural attenuation.

Now, therefore, based upon the foregoing Findings of Fact, and in the exercise of its Police Powers, granted by the North Carolina General Assembly, the Camden County Board of Commissioners for the Health, Safety, and Welfare of the public, now legislates the following standards for planning and construction of stormwater systems for both residential and non-residential developments within this County.

(A) Stormwater drainage. Each residential/non-residential subdivision or commercial site plan shall provide adequate storm drainage certified by a North Carolina registered engineer or a North Carolina Licensed Surveyor. (with proven experience in stormwater drainage) for all areas in the subdivision.

(B) Use of the Camden County Stormwater Drainage Manual is mandated by this ordinance. The methods outlined in the manual are not the only methods acceptable for use. Any deviations from these methods, however, must still meet or exceed the intended results and be reviewed and approved by the County.

(C) A combination of storage and controlled release of stormwater run-off is required. The release rate of stormwater from all developments shall not exceed the ten-year stormwater run-off from the area in its natural state (post-development vs. pre-development). All free-flowing storm drainage systems shall be designed to accommodate the run-off generated by a ten-year design storm or North Carolina Department of Transportation (NCDOT) standards if more restrictive. Master drainage stormwater studies for developments shall include and make a part of the analysis any previous subdivision of the property which occurred within the five years of the proposed major development.

(1) Conveyance systems draining over 300 acres shall be designed for the 25 year

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Storm.

(2) Stormwater systems that meet the following criteria will be considered sufficient to accommodate the 10-year storm:

(a) Acceptable hydraulic grade lines for 10-year storm designs in open drainage systems shall be no higher than 0.25 feet (3") below the edge of pavement.

(b) Acceptable hydraulic grade lines for 10-year storm designs in closed drainage systems shall be no higher than 0.5 feet (6") below the flow line of the gutter pan

(c) Additionally, the maximum static elevation of the 100-year flood shall not inundate the lowest centerline point of any proposed road by more than 0.75' (9 inches).

(D) The following information must be provided as prescribed in the Camden County Stormwater Drainage Manual:

- (1) Elevation survey of entire tract with topo lines at one-foot intervals;
- (2) All culvert inverts (including driveway culverts);
- (3) Direction of flows;
- (4) Downstream analysis (cross-sections) of drainage way to outlet (creek, stream, river and the like) and upstream analysis as stated in Camden's Storm Water Drainage Design Manual;
- (5) Stormwater storage analysis (storing the differential between the outlet ditch capacity at bank full and the 100-year storm event throughout the proposed development area) and show minimum lot elevations;
- (6) Drainage calculations for drainway design within boundaries of proposed subdivision and off-site, if appropriate;
- (7) Show total pre-development and post-development run-off in CFS (cubic feet per second) volume leaving development area;
- (8) Drainage studies shall demonstrate that the retention systems recover the percentage as stated in the County's Storm Water Drainage Design Manual of their maximum 10 year storage within 72 hours from the beginning (hour 0) of a Type III storm.
- (9) Along all existing drainage ways within proposed development areas, swales (minimum 6:1 side slopes) are preferred over traditional ditches. Swales shall have a 10 foot easement that extends 5 feet on each side of the centerline. Maintenance easements the width of the swale shall be centered over the swale;
- (10) There shall be a 30-foot drainage/maintenance easement on all lead ditches that carry water from upstream through the development to the outfall;
- (11) If swales are not utilized, then all ditches and canals will require minimum of 30 feet of open space from the top of bank on one side or the other (maintenance area); and
- (12) Developer will be responsible for upgrading drainage system to outlet subject to obtaining permission from all property owners adjacent to the watercourse outlet (See Division 7, paragraph 12 of the Drainage Manual).

(E) Plans must address maintenance of the drainage system and who will be the responsible party to ensure proper maintenance is performed on the drainage system. The plan will be reviewed and inspected by County Technical Staff members.

**§ 151.401 DEVELOPMENTS MUST DRAIN PROPERLY.**

(A) All developments shall be provided with a drainage system that is adequate to prevent the undue retention of surface water on the development site. Surface water shall not be regarded as unduly retained if:

(1) The retention results from a technique, practice or device deliberately installed as part of an approved sedimentation or storm water runoff control plan; or

(2) The retention is not substantially different in location or degree than that experienced by the development site in its pre-development stage unless the retention presents a danger to health or safety.

(B) No surface water may be channeled or directed into a sanitary sewer.

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(C) Whenever practicable, the drainage system of a development shall coordinate with and connect to the drainage systems or drainage ways on surrounding properties or streets.

(D) Use of drainage swales rather than curb and gutter and storm sewers in subdivisions is provided for in §§ 151.170 through 151.184. Private roads and access ways within unsubdivided developments shall utilize curb and gutter and storm drains to provide adequate drainage if the grade of the roads or access ways is too steep to provide drainage in another manner or if other sufficient reasons exist to require the construction.

(E) Construction specifications for drainage swales, curbs and gutters and storm drains are contained in the County's Stormwater Drainage Manual.

Adopted by the Board of Commissioners for the County of Camden this 16<sup>th</sup> day of November, 2015.

Commissioner Tom White made a motion to approve Ordinance No. 2015-10-01. The motion passed 5-0 with Chairman McLain, Vice Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs and Tom White voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

### CONSENT AGENDA

Commissioner Garry Meiggs made a motion to approve the consent agenda with closed session minutes from Feb 18<sup>th</sup>, 2014 and May 5<sup>th</sup>, 2015. The motion passed 5-0 with Chairman McLain, Vice Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs and Tom White voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

#### *Consent Agenda*

##### *Item 6.A - Draft Minutes*

2014-02-18 - BOC Closed Session Minutes

2015-05-05 - BOC Closed Session Minutes

#### *Consent Agenda*

##### *Item 6.B - Tax Collection Report*

Tax Collection Report					
October 2015					
Day	Amount	Amount	Name of Account	Deposits	Internet
1	17,647.47			17,647.47	
2	23,989.97		\$1.00-Short	23,989.97	
5	20,389.56	27,746.21	\$0.46 -Refund	48,135.77	
6	25,435.92		\$8.17-Refund	25,435.92	
7	143.94				143.94
	18,354.58			18,354.58	
8	22,918.64		\$21.62 -Refund	22,918.64	
9	11,375.20			11,375.20	
12	40,471.01			40,471.01	
13	10,521.47			10,521.47	
14	9,785.29			9,785.29	
15	374,721.63		\$702.09 -Refund	374,721.63	
16	10,977.02			10,977.02	
19	17,000.00			17,000.00!	
	25,255.89	4,469.55	\$17.21 -Refund	29,725.44	
20	16,771.02		\$3.25 -Refund	16,771.02	
21	61		\$0.92 -Refund		61.00
	2,852.06			2,852.06	
22	9,490.27		\$70.03 - Refund	9,490.27	

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23	9,617.45			9,617.45	
26	26,626.15			26,626.15	
27	16,786.12			16,786.12	
28	7,763.62			7,763.62	
29	978.79		\$0.01 - Refund		978.79
	9,403.67			9,403.67	
30	160				160.00
	21,872.85		\$0.40 -Refund	21,872.85	
	2,782.20			2,782.20	
	<b>\$754,152.79</b>	<b>\$32,215.76</b>		<b>\$785,024.82</b>	<b>\$1,343.73</b>
	<b>\$786,368.55</b>			<b>\$786,368.55</b>	
	<b>-\$824.16</b>	<b>Refund</b>			
	<b>\$0.00</b>	<b>Over</b>			
	<b>\$0.00</b>				
	<b>\$785,545.39</b>				

**Consent Agenda**

**Item 6.C - Tax Refunds, Pickups, & Releases**

NAME	REASON	TYPE NO.
Albemarle Electric	\$198.80 Release - should be exempt	Pick/Up-18170 R-87350-15
Albemarle Electric	\$172.87 Refund - should be exempt	Pick/Up-18171 R-80237-15
Albemarle Electric	\$172.87 Refund - should be exempt	Pick/Up-18172 R-66318-13
Albemarle Electric	\$172.87 Refund - should be exempt	Pick/Up-18173 R-59480-12
Basile Joseph Malloy	\$140.88 Refund - Military exempt	Pick-Up-18177 28403477
J. C. Rountree Sr.	\$225.09 Adjustment- land use correction	Pick-Up-18156 R-88947-15

North Carolina Vehicle Tax System

NCVTS Pending Refund report

Name	Refund Type	Transaction	Description	Reason	Jurisdiction	Levy Type	Change	Interest	Total
Malloy, Basile	Adjustment >= \$100	37407546	Adjustment	Military	1843	Tax	(\$130.36)	(\$8.48)	(\$138.84)
					1	Tax	(\$1.92)	(\$0.12)	(\$2.04)
								<b>Refund</b>	<b>(\$140.88)</b>

**Consent Agenda**

**Item 6.D - Volunteer Forms**

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Name: Anna Smith  
 Township you live in: Camden  
 Telephone (home): 752 340 2750 (business): \_\_\_\_\_  
 Email address: anna.smith@gmail.com  
 Are you a registered voter? Yes  No   
 Have you ever been convicted of a felony? Yes  No   
 Please identify any talent, interest, skill, experience or educational preparation which might be helpful to a board or commission: Master in Library Science from ECU  
 Board or Commissions upon which you are interested in serving: Library Board  
 As a member of a Board or Commission, you will be expected to attend at least 75% of the meetings. Please note the by-laws of some Boards and Commissions limit the number of terms served. This application is a notification of your interest to serve on a Board or Commission to be considered by the Board of Commissioners when a vacancy occurs. Thank for your interest in Camden County Government.  
 Signature: Anna Smith Date: 10/22/15  
 May 15 

### Commissioner's Report

Commissioner Garry Meiggs mentioned the following items of interest:

- Attended justice and public safety steering committee meeting in Raleigh last week
  - Lack of mental health resources in North Carolina

Chairman Michael McLain mentioned that Trillium authorized 4.8 million dollar

- Health Benefits for life
- 20% pay increase to Leza Wainwright
- Ms. Wainwright is now authorized to give her staff up to 25% pay increases without board approval

### County Manager's Report

County Manager Mike Renshaw had the following items to report:

- Big thank you to Jay Cuthrell and his carpentry class for renovating the museum display cases
  - The display cases look GREAT!!
- The annual "Christmas Tree Lighting" will be December 4th at 5:30 PM

Commissioner Garry Meiggs directed staff to send Mr. Cuthrell and his carpentry class a thank you letter for the good work on the Museum Display cases.

### Information from Board and Staff

The following items were provided to the Board for their information, and a copy of these items is maintained in the Clerk's office.

- A. Register of Deeds Report – October
- B. Youth Forum Sponsorship Letter
- C. SPCA Meeting Minutes - October
- D. NCDOT Newsletter – November 2015

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- E. ECSU ranks in top 20 for best value
  - F. 2016 Holiday Schedule – NC Administrative Office of the Courts
  - G. 2017 Holiday Schedule – NC Administrative Office of the Courts
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**Meeting Adjourned**

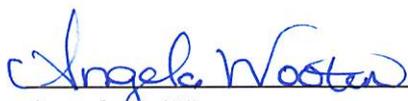
At 7:50 PM, Chairman Michael McLain asked if there were any other matters to come before the Board of Commissioners, hearing none, and by acclamation the meeting was adjourned.



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Chairman Michael McLain  
Camden County Board of Commissioners

ATTEST:



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Angela L. Wooten  
Clerk to the Board

