



CAMDEN COUNTY
NORTH CAROLINA • USA

Boundless Opportunities.

BOARD OF COMMISSIONERS

**November 07, 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
November 07, 2022; 7:00 PM
Camden Public Library - Boardroom
118 Hwy 343 North**

Call to Order

ITEM Closed Session to Consult with the County Attorney in Regard to Potential Litigation

Reconvene Board of Commissioners

Invocation & Pledge of Allegiance

Pastor Kevin Buzzard - Sawyer's Creek Baptist Church

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

ITEM 2. Conflict of Interest Disclosure Statement

ITEM 3. Presentations (For discussion and possible action)

A. Employee Recognition - Beverly Fonville

B. Camden TDA Photo Contest - Sarah Hill

ITEM 4. 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.

ITEM 5. Public Hearings

A. NCDOT Right-Of-Way Acquisition - Erin Burke

B. Request for Zoning Map Amendment Sandy Hook Road - Amber Curling

ITEM 6. New Business (For discussion and possible action)

- A. Tax Report - Lisa Anderson
- B. Adoption of 2023 Schedule of Values
- C. Parks & Recreation Trust Fund Grant Award (Treasure Point Park) - Austin Brown
- D. Preliminary Plan Application for Meadows at North River Crossing Major Subdivision - Amber Curling
- E. Lobbyist Discussion - Erin Burke
- F. Request for Qualifications (Admin Complex) - Erin Burke
- G. Resolution 2022-11-01 Supporting Operation Green Light for Veterans - Erin Burke
- H. Proclamation in Recognition of National Crash Responder Safety Week - Erin Burke

ITEM 7. Board Appointments (For discussion and possible action)

- A. Senior Advisory Board
- B. East Albemarle Regional Library Board
- C. Potentially Dangerous Dog Appeals Board

RECESS TO SOUTH CAMDEN WATER & SEWER DISTRICT BOARD OF DIRECTORS
RECONVENE BOARD OF COMMISSIONERS

ITEM 8. Consent Agenda

- A. BOC Meeting Minutes
- B. Budget Amendments
- C. School Budget Amendments
- D. DMV Monthly Report
- E. Pickups, Releases & Refunds
- F. Refunds Over \$100.00
- G. Tax Collection Reports
- H. Vehicle Refunds Over \$100.00
- I. NCDOT Supplemental Funding Agreement

ITEM 9. County Manager's Report

ITEM 10. Commissioners' Reports

ITEM 11. Information, Reports & Minutes from Other Agencies

A. Register of Deeds Report

B. Library Report

ITEM 12. Other Matters (For discussion and possible action)

ITEM 13. Adjourn



CAMDEN COUNTY
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Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Presentations

Item Number: 3.A
Meeting Date: November 07, 2022
Submitted By: Beverly Fonville,
Human Resources
Prepared by: Karen Davis

Item Title **Employee Recognition**

Attachments:

Summary:

Kimberly Minton (Tax Department) will be recognized with a service pin for 10 years of employment with Camden County.



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**Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Presentations

Item Number: 3.B
Meeting Date: November 07, 2022

Submitted By: Karen Davis, Clerk to the Board
Board of Commissioners
Prepared by: Karen Davis

Item Title Camden TDA Photo Contest - Sarah Hill

Attachments:

Summary:
Sarah Hill, Camden TDA Chairperson, will present the results of the 2022 Photo Contest.



CAMDEN COUNTY
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Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Public Hearings

Item Number: 5.A
Meeting Date: November 07, 2022

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

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

Attachments: CM Memo NCDOT ROW Acquisition Request
(DOCX)
NCDOT Right-of-Way Acquisition(PDF)

County Manager memorandum, summary letter and supporting documentation attached.



MEMORANDUM

To: Chair Munro & Commissioners

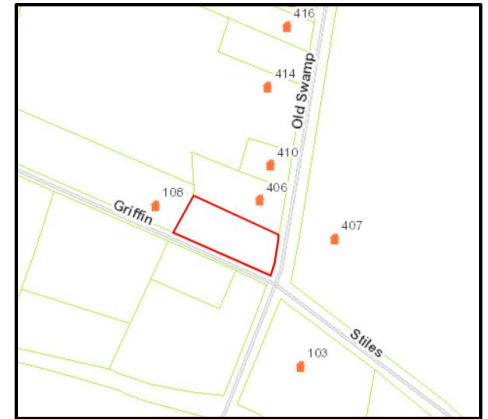
From: Erin Burke, County Manager

Date: November 7, 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. At the October 3, 2022 meeting the Public Hearing was set for November 7, 2022 and was subsequently duly advertised.

NEXT STEP

Hold the Public Hearing and staff recommends approval of the Acquisition Request.

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
- David Gourley – (336) 486-7243 - dgourley@orcolan.com
- Jeremy Robertson – (404) 680-4755 - 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.

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

Sincerely,

Attachment: NCDOT Right-of-Way Acquisition (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

Attachment: NCDOT Right-of-Way Acquisition (NCDOT Right-Of-Way Acquisition)

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)

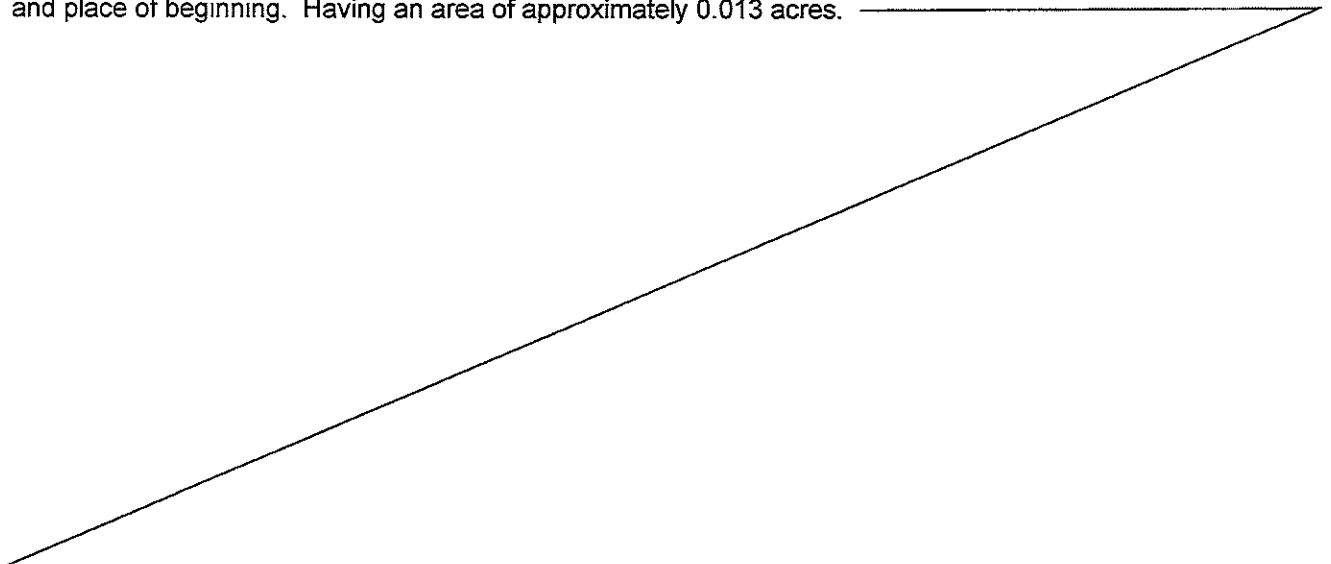
THIS FEE SIMPLE DEED, made and entered into this the _____ day of _____ 20 _____
by and between County of Camden, a Municipal Corporation
PO Box 190
Camden, NC 27921

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. _____



Attachment: NCDOT Right-of-Way Acquisition (NCDOT Right-Of-Way Acquisition)

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

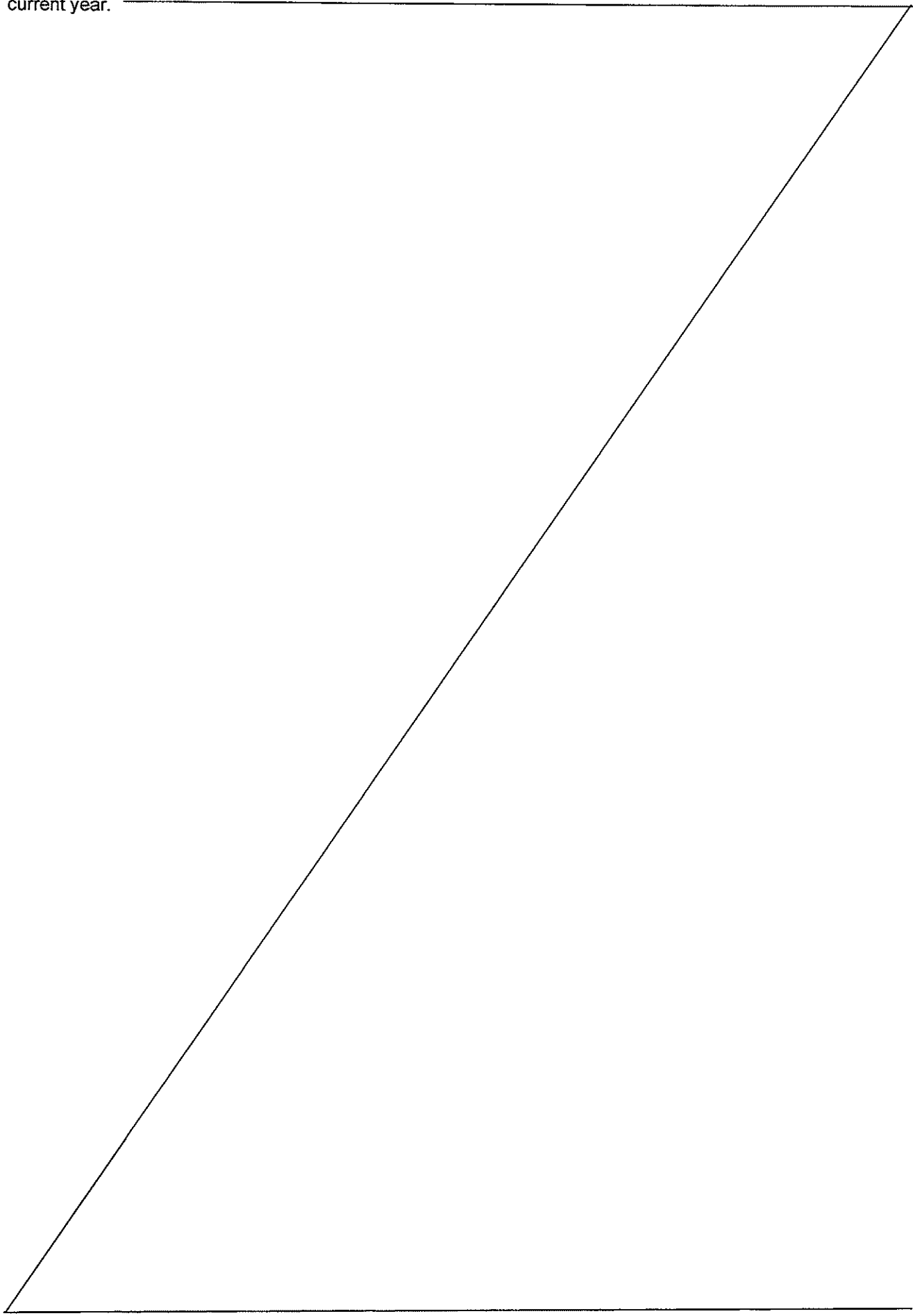
Revised 02/17/15

Attachment: NCDOT Right-of-Way Acquisition (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 (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)

| | |
|-----------------|--|
| (Official Seal) | 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 (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> |
| TOTAL CONTINGENT OFFER | \$ <u>1,175.00</u> |

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 2022. 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

Attachment: NCDOT Right-of-Way Acquisition (NCDOT Right-of-Way Acquisition)



CAMDEN COUNTY
NORTH CAROLINA • USA

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**Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Public Hearings

Item Number: 5.B
Meeting Date: November 07, 2022

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

Item Title **Request for Zoning Map Amendment Sandy Hook Road**

Attachments:

- 1_20221107_AgendaSummary_SandyHookRezoning (DOCX)
- 2_2022_11_7_StaffReportSandyHookRezoning (DOCX)
- 3_Applications (PDF)
- 4_SummaryVCtoNR (PDF)
- 5_2022-11-01 Ordinance for Sandy Hook Rezoning (DOCX)

Agenda summary, Planning Board recommendation and supporting documentation attached.

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

Meeting Date: November 7, 2022

Attachments: Staff Report, Applications and Use Comparison Table

Submitted By: Planning Department

Item Title: Request for Zoning Map Amendment for various parcels in the 800 and 900 block of Sandy Hook Road

Summary:

Various Owners are requesting a map amendment for 8 parcels in the 800 and 900 block of Sandy Hook Road from Village Commercial (VC) to Neighborhood Residential (NR). 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 inconsistent with the County's Comprehensive Future Land Use Map which shows the current Village Commercial Zoning Parcels to be Community Core.

Recommendation:

Motion to approve Consistency Statement:

Motion to 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.

Motion to approve:

Motion to recommend approval of Ordinance 2022-11-01 and the Zoning Map Amendment UDO# 2022-09-05 for various properties in the 800 and 900 block of Sandy Hook Rd from Village Commercial (VC) to Neighborhood Residential (NR).

Reasonableness Statement for approval:

The requested rezoning is consistent with the current uses of these properties.

STAFF REPORT
Ordinance 2022-11-01
UDO 2022-09-05
Zoning Map Amendment
Various Parcels in the 800 & 900 Block of Sandy Hook Road

PROJECT INFORMATION

File Reference: UDO 2022-09-05
Project Name: Rezoning on Sandy Hook Rd
PIN: Various

Application Received: September 1, 2022
By: Amber Curling, Planning

Application Fee paid: Waived

Applicant: Various Owners
Address: 800 & 900 Blk Sandy Hook Rd
Shiloh, NC 27974

Completeness of Application: Application is generally complete

Phone: NA
Email: NA

Documents received upon filing of application or otherwise included:

- A.** Rezoning Application from Property Owners
- B.** List of Properties
- C.** Zoning Comparison VC to NR

Agent for Applicant: Camden Planning Dept.
Address: 117 Hwy 343 N
Camden, NC 27921

Phone: 252-338-1919 ext. 235
Fax:
Email:

Current Owner of Record: Applicants

Meeting Dates:
NA **Neighborhood Meeting**
September 21, 2022 **Planning Board Meeting**

REQUEST: Zoning Map Amendment from Village Commercial Zoning District to Neighborhood Residential Zoning District for various parcels in the 800 and 900 block of Sandy Hook Road.

Attachment: 2_2022_11_7_StaffReportSandyHookRezoning (Request for Zoning Map Amendment Sandy Hook Road)

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

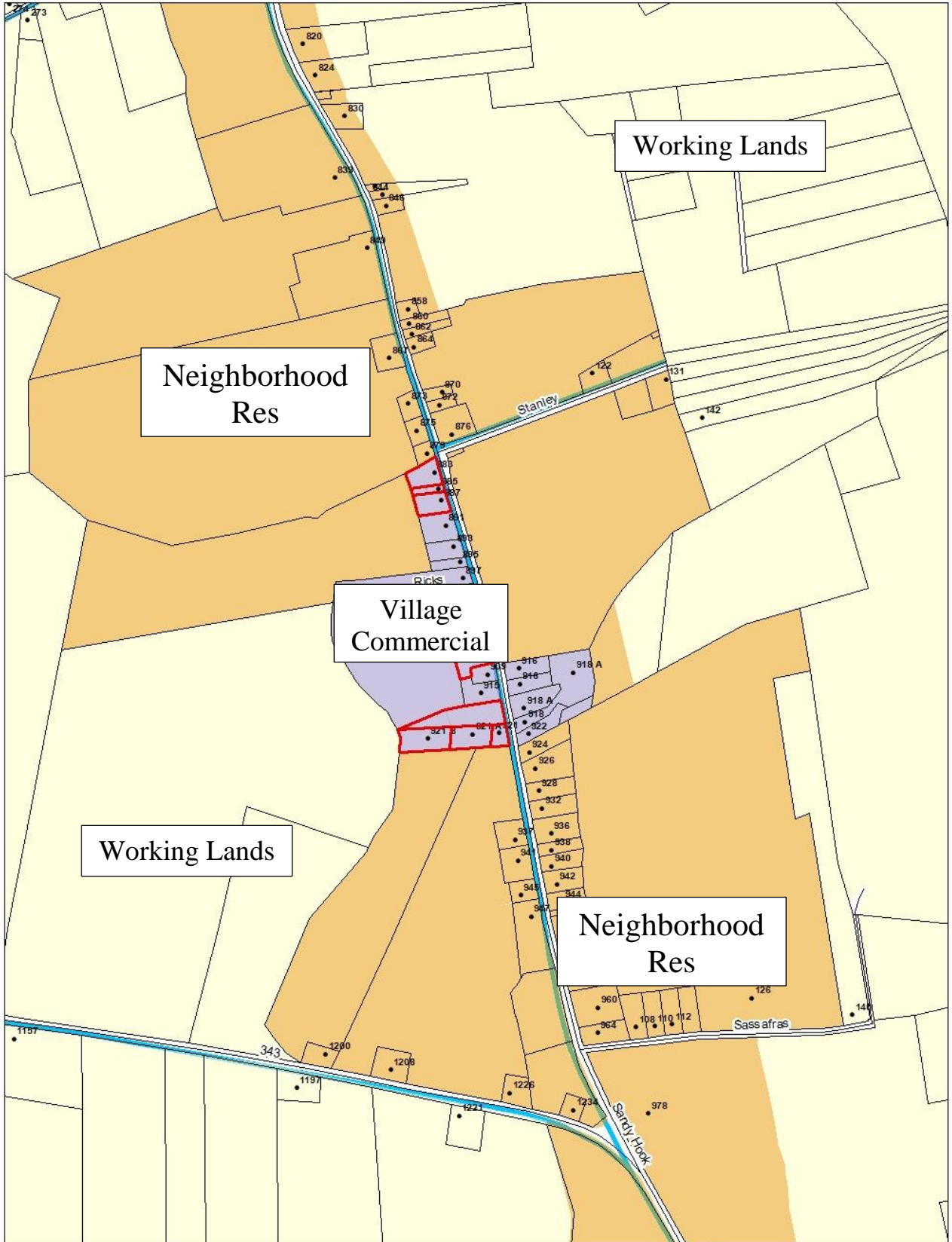
- Size of Lots:** 8 parcels consisting of approximately
- Flood Zone:** X
- Zoning District(s):** Village Commercial (VC)
- Existing Land Uses:** Farmland, vacant, woods and residential homes
- Proposed Use(s) –** No change in use

Adjacent Zoning & Uses:

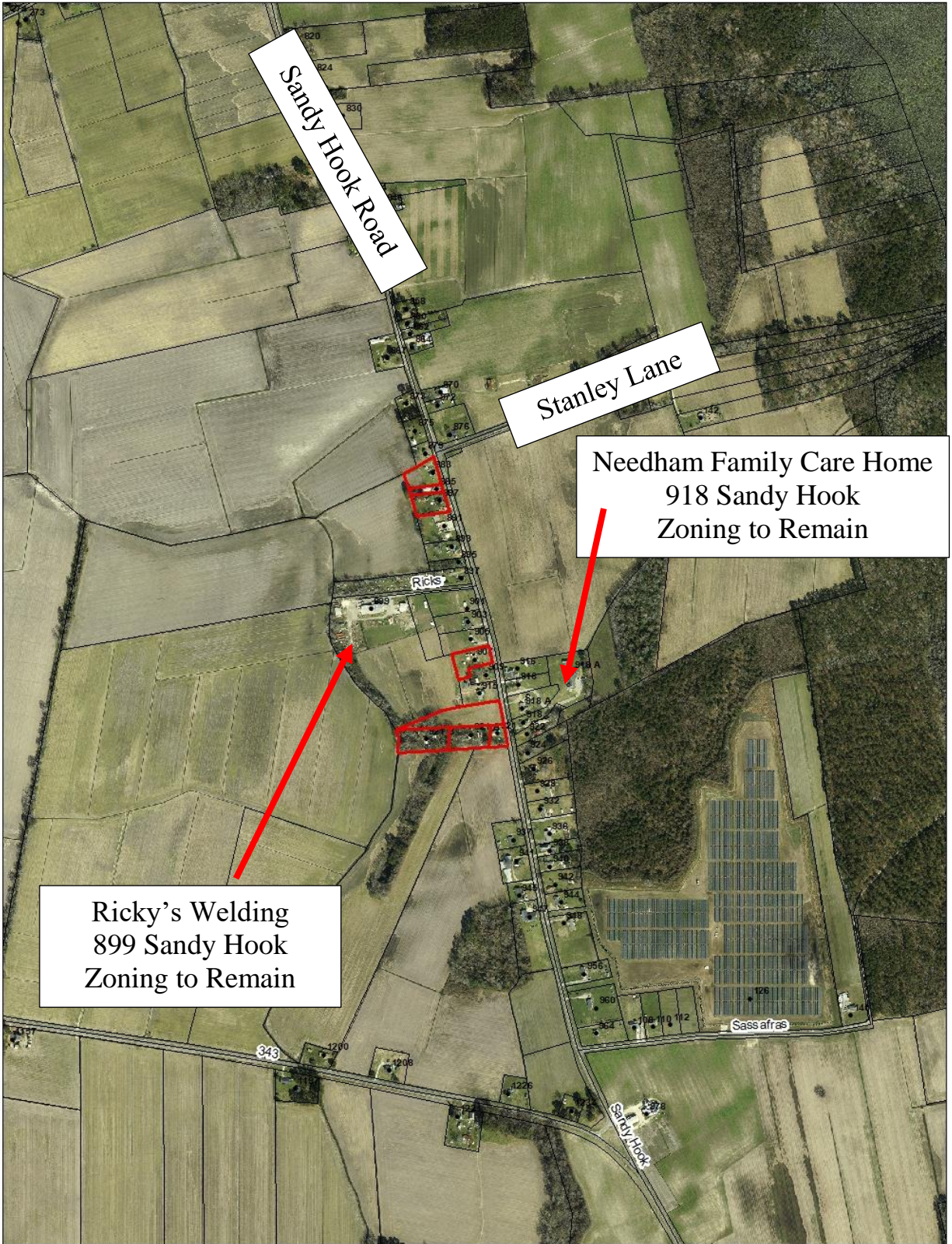
| | North | South | East | West |
|-----------------------|---|---|-------------------------------|-------------------------|
| Zoning | Village Commercial (VC) & Neighborhood Residential (NR) | Village Commercial (VC) Neighborhood Residential (NR) | Neighborhood Residential (NR) | Village Commercial (VC) |
| Use & size | Residential Lots & Farmland | Residential Lots, Woods, Farmland | Farmland | Business & Farmland |

Attachment: 2_2022_11_7_StaffReportSandyHookRezoning (Request for Zoning Map Amendment Sandy Hook Road)

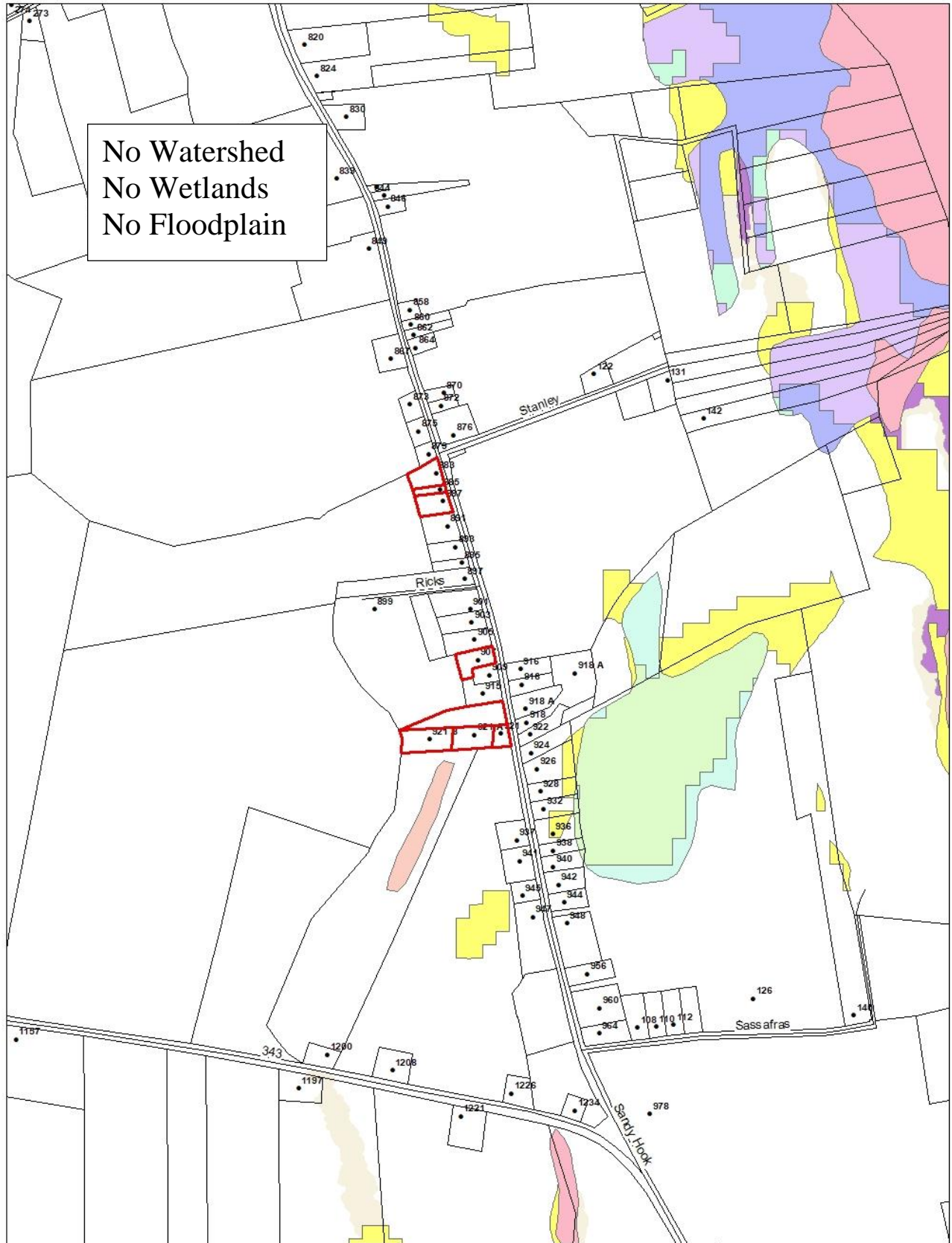
Zoning Map:



Vicinity Map: Shiloh Township – Located on Sandy Hook Rd.

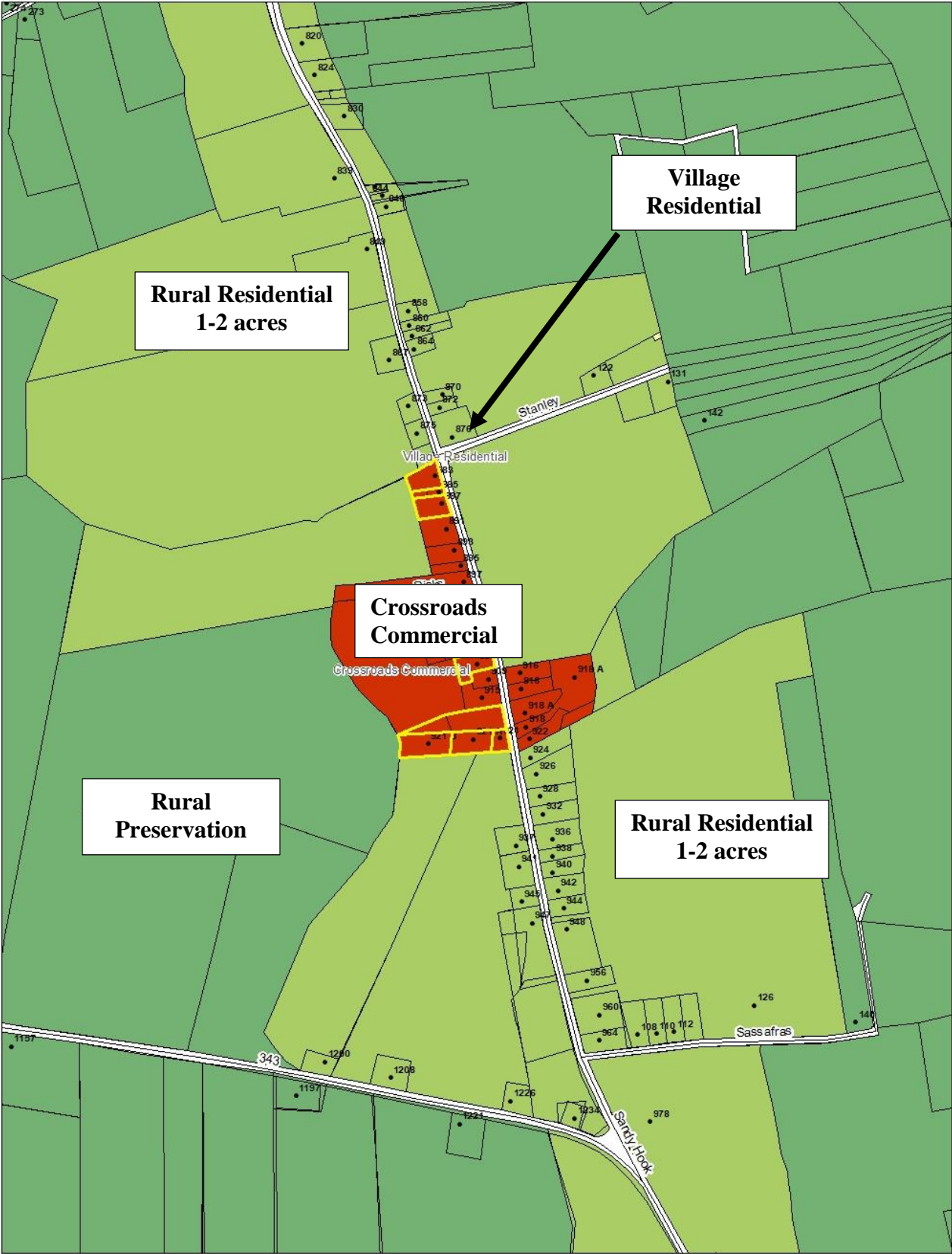


Attachment: 2_2022_11_7_StaffReportSandyHookRezoning (Request for Zoning Map Amendment Sandy Hook Road)



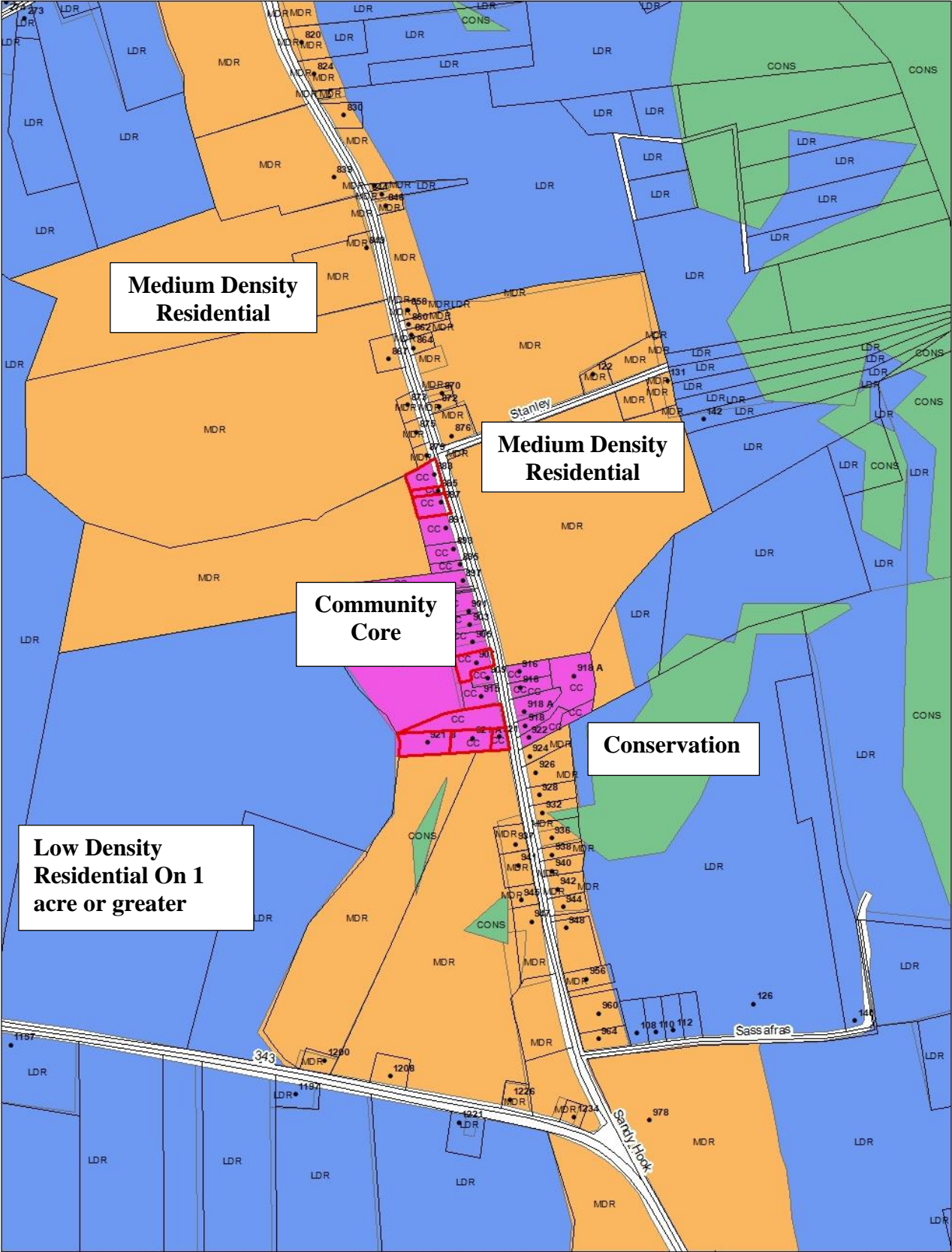
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Comprehensive Plan Future Land Use Map



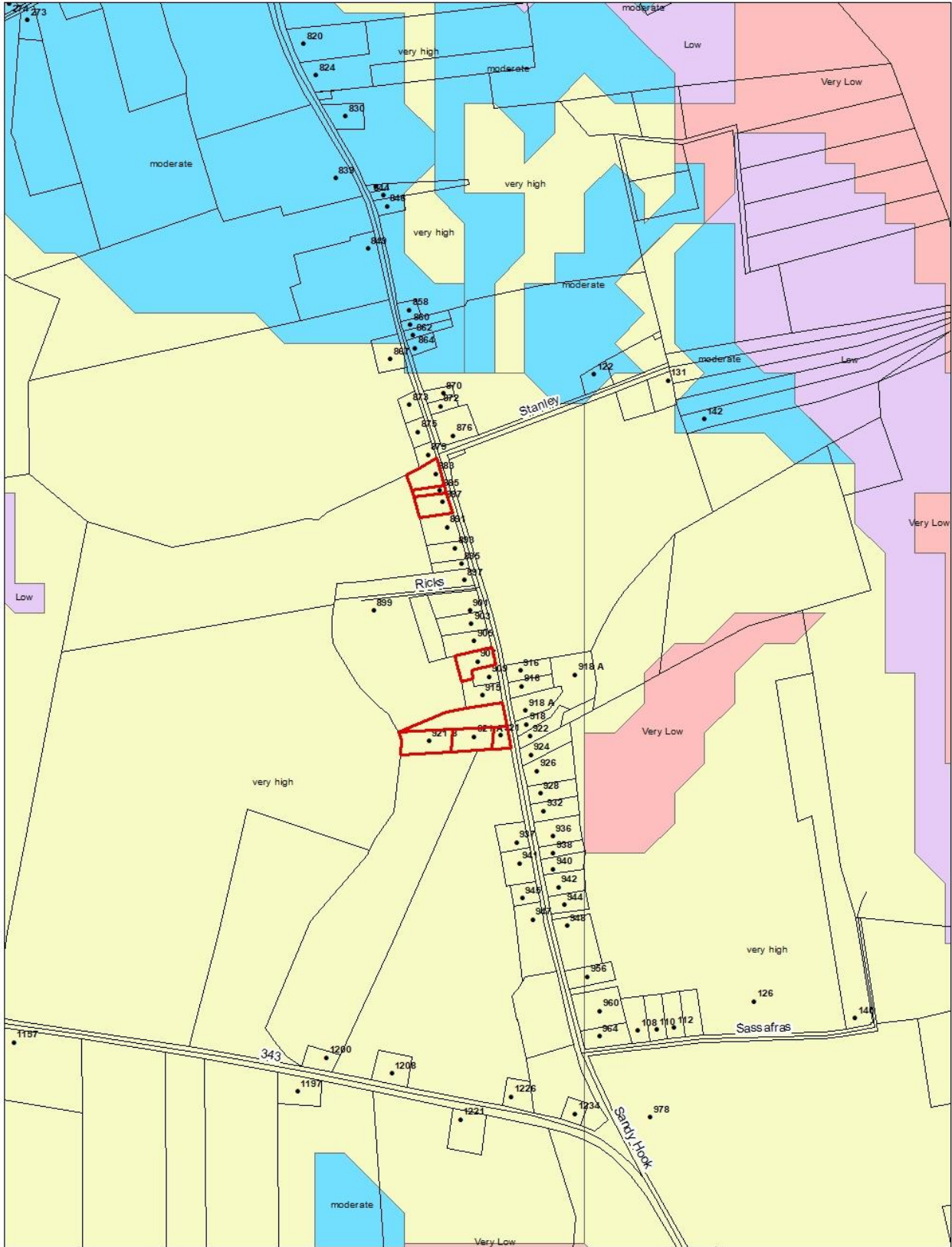
Attachment: 2_2022_11_7_StaffReportSandyHookRezoning (Request for Zoning Map Amendment Sandy Hook Road)

CAMA Future Land Use Map



Attachment: 2_2022_11_7_StaffReportSandyHookRezoning (Request for Zoning Map Amendment Sandy Hook Road)

Very High in Land Suitability



Attachment: 2_2022_11_7_StaffReportSandyHookRezoning (Request for Zoning Map Amendment Sandy Hook Road)

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.

Attachment: 2_ 2022_11_7_StaffReportSandyHookRezoning (Request for Zoning Map Amendment Sandy Hook Road)

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, 921B 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: [Signature]

Contact Information

PROPERTY OWNER APPLICANT AGENT FOR APPLICANT

Name: See Name: Requested
 Address: attached Address: by
applications Commissioners
 Telephone: _____ Telephone: _____
 Fax: _____ Fax: _____
 Email: _____ 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.

Attachment: 3_Applications (Request for Zoning Map Amendment Sandy Hook Road)

(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.

[Signature]
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

Attachment: 3_Applications (Request for Zoning Map Amendment Sandy Hook Road)



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: irvingk20@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 (Request for Zoning Map Amendment Sandy Hook Road)

(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.

Irving Kuyt
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: 2022-09-05
Date Filed: 9/16/2022
Amount Paid: NA
Received By: [Signature]

Contact Information

PROPERTY OWNER APPLICANT AGENT FOR APPLICANT

Name: Jami Wilkins Name: _____
Address: 907 S. Sandy Hook Rd Address: _____
Shiloh NC 27974 _____
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 27974
Location: 900 blk of Sandy Hook Rd
Parcel ID Number(s): 03-8973 00 21 7933.0000
Deed Book/ Page Number and/or Plate Cabinet/Slide Number: 92/424
Total Parcel(s) Acreage: 0.863 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: 0.863 Are you rezoning the entire parcel(s): Yes No
Metes and Bounds Description Provided: Yes No NA
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 (Request for Zoning Map Amendment Sandy Hook Road)

(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.

Jamie Wilkins

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: 2022-09-05

Date Filed: 9/14/2022

Amount Paid: NA

Received By: [Signature]

Contact Information

PROPERTY OWNER

APPLICANT

AGENT FOR APPLICANT

Name: James T Riggs

Name: _____

Address: 876 Sandy Hook Rd
Shelton NC 27974

Address: _____

Telephone: 252 333 8215

Telephone: _____

Fax: _____

Fax: _____

Email: _____

Email: _____

LEGAL RELATIONSHIP OF APPLICANT TO PROPERTY OWNER: NA

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

Property Information

Physical Street Address: 883 Sandy Hook

Location: 800 E 900 Blk of Sandy Hook

Parcel ID Number(s): 03 8973 00 23 4210, 0000

Deed Book/ Page Number and/or Plate Cabinet/Slide Number 96E/46

Total Parcel(s) Acreage: 1 acre 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: all Are you rezoning the entire parcel(s): Yes No

Metes and Bounds Description Provided: Yes No NA

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.

Clayton D. Pitzer for James T. Pitzer

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: 2022-09-05
 Date Filed: 9/16/2022
 Amount Paid: NA
 Received By: ajc

Contact Information

PROPERTY OWNER **APPLICANT** **AGENT FOR APPLICANT**

Name: Abner B. Burgess Name: _____
Frankie G. Burgess _____
 Address: 921 S. Sandy Hook Rd. Address: _____
Shiloh N.C. 27974 _____
 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: 0.998 Are you rezoning the entire parcel(s): Yes No
 Metes 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 (Request for Zoning Map Amendment Sandy Hook Road)

(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 H. 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: 2022-09-05
 Date Filed: 9/10/2022
 Amount Paid: NA
 Received By: ayf

Contact Information

PROPERTY OWNER APPLICANT AGENT FOR APPLICANT

Name: Abner B. Burgess Name: _____
Frankie G. Burgess
 Address: 921 S. Sandy Hook Rd. Address: _____
Shiloh N.C. 27974
 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: 0.378 Are you rezoning the entire parcel(s): Yes No
 Metes 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 (Request for Zoning Map Amendment Sandy Hook Road)

(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.

AGOR 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: 2022-09-05

Date Filed: 9/20/2022

Amount Paid: NA

Received By: ayc

Contact Information

PROPERTY OWNER

APPLICANT

AGENT FOR APPLICANT

Name: Rebecca B. Sanderlin

Name: _____

Address: 1296 Shortcut Rd.
Shelboro, 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 919

Location: 880 - 920

Parcel ID Number(s): 0159713 / 03 8973 00 21 7542

Deed Book/ Page Number and/or Plate Cabinet/Slide Number 56 / 2A

Total Parcel(s) Acreage: NA Perk Test or County Sewer Approval NA

Existing Land Use of Property: Farm Proposed Land Use Same

Request

Current Zoning of Property: VC Proposed Zoning District: NR

Total Acreage for Rezoning: all Are you rezoning the entire parcel(s): Yes No

Metes 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 (Request for Zoning Map Amendment Sandy Hook Road)

(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. Sanckelrin

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: 2022-09-05
 Date Filed: 9/20/2022
 Amount Paid: NA
 Received By: [Signature]

Contact Information

PROPERTY OWNER APPLICANT AGENT FOR APPLICANT

Name: Gladys K Lane

Name: _____

Address: 885 S. Sandy Hook Road

Address: _____

Shiloh N.C

Telephone: 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. SANDY HOOK ROAD

Location: Shiloh NC 27974

Parcel ID Number(s): 03 8973 00 23 4180 0000

Deed Book/ Page Number and/or Plate Cabinet/Slide Number 372/447

Total Parcel(s) Acreage: NA Perk Test or County Sewer Approval NA

Existing Land Use of Property: No change Proposed Land Use Same

Request

Current Zoning of Property: VC Proposed Zoning District: NR

Total Acreage for Rezoning: all Are you rezoning the entire parcel(s): Yes No

Metes 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 (Request for Zoning Map Amendment Sandy Hook Road)

(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 | 5049 03-8973-00-23-4040.0000 | KIGHT IRVING & CHRISTINA W | |
| 885 SANDY HOOK RD | 5128 03-8973-00-23-4180.0000 | LANE GLADYS MARIE KIGHT | |
| 883 SANDY HOOK RD | 5208 03-8973-00-23-4210.0000 | RIGGS JAMES T | C/O CLAYTON DALE F |
| 891 SANDY HOOK RD | 5992 03-8973-00-22-4894.0000 | NEWELL WILLIAM ANDREW | TAMMY LEE NEWELL |
| 893 SANDY HOOK RD | 6746 03-8973-00-22-5637.0000 | BRADDY THERESA | |
| 895 SANDY HOOK RD | 6666 03-8973-00-22-5558.0000 | HARRISON LOLA BECKHAM | C/O JAMES M HARRI: |
| 0 RICKS WAY | 2093 03-8973-00-22-3033.0000 | TAYLOR LEIGH PROPERTIES LLC | |
| 897 SANDY HOOK RD | 3554 03-8973-00-22-2446.0000 | ASHLEY BENNIE | EDNA ASHLEY |
| 918 A SANDY HOOK RD | 4872 03-8973-00-31-4727.0000 | NEEDHAM FAMILY CARE HOM | RODNEY NEEDHAM |
| 0 SANDY HOOK RD | 3513 03-8973-00-31-2424.0000 | WHITE BRENDA N. | C/O RODNEY NEEDH, |
| 920 A SANDY HOOK RD | 5654 03-8973-00-31-4566.0000 | HEATH (ALBAUGH) ANNETTE | |
| 916 A SANDY HOOK RD | 2823 03-8973-00-31-1755.0000 | NEEDHAM RODNEY MARVIN | FLORINE WRIGHT NE |
| 918 SANDY HOOK RD | 2751 03-8973-00-31-1663.0000 | NEEDHAM STEVEN M. & LYNE | |
| 916 SANDY HOOK RD | 2914 03-8973-00-31-1845.0000 | NEEDHAM FAMILY CARE HOM | RODNEY NEEDHAM |
| 921 A SANDY HOOK RD | 8426 03-8973-00-21-7326.0000 | BURGESS A. B. | |
| 921 SANDY HOOK RD | 426 03-8973-00-21-9338.0000 | BURGESS A. B. | |
| 907 SANDY HOOK RD | 8939 03-8973-00-21-7933.0000 | WILKINS JAMES D. | |
| 915 SANDY HOOK RD | 8787 03-8973-00-21-7659.0000 | KELLAMS DAVID S | ROXANNE L KELLAM |
| 909 SANDY HOOK RD | 9910 03-8973-00-21-7890.0000 | BURGESS GLADYS | |
| 919 SANDY HOOK RD | 7579 03-8973-00-21-7542.0000 | SANDERLIN REBECCA | |
| 921 B SANDY HOOK ROAD | 5404 03-8973-00-21-4314.0000 | BURGESS BEN F. | |

Received letter for Request (application)

7 applications received from owners



Zoning Map Amendment Application

OFFICIAL USE ONLY:
 UDO Number: 2022-09-05
 Date Filed: 9/14/2022
 Amount Paid: NA
 Received By: 10/24/2022 dyc

Contact Information

PROPERTY OWNER APPLICANT AGENT FOR APPLICANT

Name: Den Burgess
 Address: 921B Sandy Hook
Shiloh NC 27774
 Telephone: 336 2640
 Fax: _____
 Email: _____

Name: Planning Staff
 Address: _____
 Telephone: _____
 Fax: _____
 Email: _____

LEGAL RELATIONSHIP OF APPLICANT TO PROPERTY OWNER: _____
 DOCUMENTATION OF PROPERTY OWNER GIVING CONSENT TO APPLICANT (Y/N/NA) _____

Property Information

Physical Street Address: 921B Sandy Hook
 Location: 900 block of Sandy Hook
 Parcel ID Number(s): 03 8973 00 21 4314.0000
 Deed Book/ Page Number and/or Plate Cabinet/Slide Number: 68/444
 Total Parcel(s) Acreage: 1.91 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: _____ Are you rezoning the entire parcel(s): Yes No
 Metes 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 (Request for Zoning Map Amendment Sandy Hook Road)

(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.

Ron F. Burgess
Property Owner(s)/Applicant

Oct 24 - 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

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

5.B.d

| Use Class / Main Category / Category | "P"=Permitted, "S"=Special Use Permit, Blank=Prohibited | | VC | NR |
|---|--|--|-----------|-----------|
| Agricultural | | | | |
| AGRICULTURE/HORTICULTURE | | | | |
| <i>All Agriculture/ Horticulture Uses</i> | | | | |
| ANIMAL HUSBANDRY | | | | |
| <i>Animal Husbandry Uses (excluding stockyards and slaughterhouses)</i> | | | | |
| <i>Stockyard/Slaughterhouse</i> | | | | |
| AGRICULTURAL SUPPORT | | | | |
| <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> | | | | |
| Residential | | | | |
| HOUSEHOLD LIVING USES | | | | |
| <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 | |
| GROUP LIVING | | | | |
| <i>Dormitory</i> | | | S | |
| <i>Family Care Home</i> | | | | P |
| <i>Group Home</i> | | | S | |
| <i>Rooming House</i> | | | S | |

Attachment: 4_SummaryVtoNR (Request for Zoning Map Amendment Sandy Hook Road)

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

5.B.d

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

Attachment: 4_SummaryVtoNR (Request for Zoning Map Amendment Sandy Hook Road)

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

5.B.d

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

Attachment: 4_SummaryVctoNR (Request for Zoning Map Amendment Sandy Hook Road)

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

5.B.d

| Use Class / Main Category / Category | "P"=Permitted, "S"=Special Use Permit, Blank=Prohibited | | VC | NR |
|--|--|--|-----------|-----------|
| RECREATION/ENTERTAINMENT, OUTDOOR | | | | |
| <i>Major</i> | | | | |
| <i>Minor</i> | | | P | |
| <i>Firing Range</i> | | | | |
| <i>Water-Related Uses</i> | | | S | |
| RETAIL SALES | | | | |
| <i>Flea Market</i> | | | S | |
| <i>Grocery Store</i> | | | P | |
| <i>Major</i> | | | P | |
| <i>Minor</i> | | | P | |
| STORAGE, COMMERCIAL | | | | |
| <i>Major</i> | | | | |
| <i>Minor</i> | | | P | |
| TELECOMMUNICATIONS | | | | |
| <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 |
| VEHICLE ESTABLISHMENT | | | | |
| <i>Major</i> | | | S | |
| <i>Minor</i> | | | P | |
| VISITOR ACCOMMODATIONS | | | | |
| <i>Bed and Breakfast</i> | | | P | |
| <i>Campground</i> | | | | |
| <i>Hotel or Motel</i> | | | S | |
| Industrial | | | | |
| EXTRACTIVE INDUSTRY | | | | |
| <i>All</i> | | | | |
| INDUSTRIAL SERVICES | | | | |
| <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_SummaryVtoNR (Request for Zoning Map Amendment Sandy Hook Road)

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

5.B.d

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

Attachment: 4_SummaryVCtoNR (Request for Zoning Map Amendment Sandy Hook Road)



Ordinance No. 2022-11-01

An Ordinance Amending the Camden County Zoning Map Camden County, North Carolina

Article I: Purpose

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 subsequently amended.

Article II: Amendment to Zoning Map

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:

The properties currently shown in the Camden County Tax Assessor's Office as PIN numbers:

- 03-8973-00-23-4040-0000 (0.642 Acres)
- 03-8973-00-23-4180-0000 (0.310 Acres)
- 03-8973-00-23-4210-0000 (1.0 Acres)
- 03-8973-00-21-7326-0000 (0.998 Acres)
- 03-8973-00-21-9338-0000 (0.378 Acres)
- 03-8973-00-21-7933-0000 (0.863 Acres)
- 03-8973-00-21-7542-0000 (2.0 Acres)
- 03-8973-00-21-4314-0000 (1.41 Acres)

of 8 parcels approximately 6.2 acres from Village Commercial (VC) to Neighborhood Residential (NR).

Article III: Penalty

1. 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.
2. 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 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 Chapter 151 Article 9.8.1 Civil Penalties and did not take an appeal to the Board of Adjustment within the prescribed time.

- 3. This Ordinance may also be enforced by any appropriate equitable action.
- 4. 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.
- 5. Any one, all or any combination of the foregoing penalties and remedies may be used to enforce this Ordinance.

Article IV: Severability

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.

Article V: Effective Date

This Ordinance is effective upon adoption.

Adopted by the Board of Commissioners for the County of Camden this 7th day of November, 2022.

ATTEST:

Ross Munro, Chairman
Camden County Board of Commissioners

Karen M. Davis
Clerk to the Board of Commissioners

Attachment: 5_2022-11-01 Ordinance for Sandy Hook Rezoning (Request for Zoning Map Amendment Sandy Hook Road)



CAMDEN COUNTY
NORTH CAROLINA • USA

Boundless Opportunities.

Board of Commissioners
AGENDA ITEM SUMMARY SHEET

New Business

Item Number: 6.A

Meeting Date: November 07, 2022

Submitted By: Lisa Anderson, Tax Administrator
Taxes
Prepared by: Lisa Anderson

Item Title **September Monthly Report**

Attachments: September20221101100641129 (PDF)

Summary: September Monthly Report

Recommendation: Review and approve

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

OUTSTANDING TAX DELINQUENCIES BY YEAR

| <u>YEAR</u> | <u>REAL PROPERTY</u> | <u>PERSONAL PROPERTY</u> |
|-------------|----------------------|--------------------------|
| 2021 | 147,848.67 | 10,382.52 |
| 2020 | 58,350.68 | 4,317.94 |
| 2019 | 27,904.68 | 2,569.80 |
| 2018 | 19,289.23 | 1,365.93 |
| 2017 | 12,140.74 | 1,793.25 |
| 2016 | 8,052.66 | 1,221.02 |
| 2015 | 6,661.95 | 689.62 |
| 2014 | 8,990.89 | 1,028.28 |
| 2013 | 6,510.87 | 4,694.65 |
| 2012 | 5,558.29 | 7,231.80 |

Attachment: September20221101100641129 (Tax Report)

| | |
|-------------------------------------|-----------------------|
| TOTAL REAL PROPERTY TAX UNCOLLECTED | 301,308.66 |
| TOTAL PERSONAL PROPERTY UNCOLLECTED | 35,294.81 |
| TEN YEAR PERCENTAGE COLLECTION RATE | 99.60% |
| COLLECTION FOR 2022 vs. 2021 | 9,514.15 vs. 8,487.95 |

LAST 3 YEARS PERCENTAGE COLLECTION RATE

| | |
|------|--------|
| 2021 | 98.35% |
| 2020 | 99.21% |
| 2019 | 99.61% |

THIRTY LARGEST UNPAID ACCOUNTS

SEE ATTACHMENT "A"

THIRTY OLDEST UNPAID ACCOUNTS

SEE ATTACHMENT "B"

EFFORTS AT COLLECTION IN THE LAST 30 DAYSENDING September 2022**BY TAX ADMINISTRATOR**50 NUMBER DELINQUENCY NOTICES SENT39 FOLLOWUP REQUESTS FOR PAYMENT SENT2 NUMBER OF WAGE GARNISHMENTS ISSUED4 NUMBER OF BANK GARNISHMENTS ISSUED15 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 |
| RR | 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 |
| RR | 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 |
| RR | 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 |
| RR | 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 |
| RR | 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 |
| RR | 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 |
| RR | 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 |
| RR | 02-8943-01-06-9013.0000 | 2,880.31 | 1 | JEWEL H. DAVENPORT | CAMDEN | WINDY HEIGHTS DR |
| RR | 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 |
| RR | 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 |
| RR | 03-8990-00-17-3935.0000 | 2,710.50 | 1 | KARL L ADCKOCK | SHILOH | 100 CATALAN DR |
| R | 01-7090-00-92-5561.0000 | 2,385.09 | 1 | MAINSTAY CONSTRUCTION, INC | SOUTH MILLS | GENERALS WAY |
| R | 01-7989-04-60-1711.0000 | 2,303.21 | 1 | JAMES GLEN GRIFFIN | SOUTH MILLS | 110 BLOODFIELD RD |

11/01/22 10:01:52

Delinquencies Top-30 Unpaid

1
Real

Attachment: September20221101100641129 (Tax Report)

| 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 |

Attachment: September2022110100641129 (Tax Report)

11/01/22 10:01:54

Delinquencies Top-30 Oldest

1

Paul

| 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 | 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 | 0001721 | 457.37 | 1 | CINDY MAYO | SOUTH MILLS | 106 BINGHAM 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 | 343 HWY N |
| P | 0003537 | 279.87 | 1 | NATHAN MARC SEBURA | CAMDEN | 113 PALMER RD |
| P | 0003208 | 271.52 | 1 | RICKY W JOHNSON | CAMDEN | 186 B BUSHELL RD |
| P | 0003075 | 255.21 | 1 | PATRICK WAYNE BAUM | CAMDEN | 239 SLEEPY HOLLOW RD |
| P | 0000945 | 243.90 | 1 | RAMONA F. TAZEWELL | CAMDEN | 150 158 HWY W |
| P | 0001694 | 241.65 | 10 | THOMAS B. THOMAS HEIRS | CAMDEN | 319 PONDEROSA RD |
| P | 0001952 | 238.91 | 10 | SANDY BOTTOM MATERIALS, INC | SOUTH MILLS | 197 HERMAN ARNOLD RD |
| P | 0003773 | 231.08 | 1 | SEVAN NERO BARTLETT | CAMDEN | 224 NORTH RIVER RD |
| P | 0003415 | 228.97 | 1 | IVY MIRANDA BOGUES | CAMDEN | 204 POND RD |
| P | 0002902 | 222.92 | 1 | STEPHANIE AUSMAN | SHILOH | 612 MAIN ST |
| P | 0001106 | 203.87 | 10 | JAMI ELIZABETH VANHORN | SOUTH MILLS | 302 34 HWY N |
| P | 0003715 | 202.13 | 1 | CHARLES CHANNING ROTEN | SOUTH MILLS | 403 BEECHNUT AVE |
| P | 0003902 | 201.52 | 1 | SCOTT D RADY | SOUTH MILLS | 116 CHRISTOPHERS WAY |
| P | 0002442 | 200.37 | 5 | GERALD WHITE STALLS JR | SOUTH MILLS | 114 OTTERS PL |
| P | 0003907 | 198.18 | 1 | PAUL DAVID RUSSELL | SOUTH MILLS | 214 SMITH DR |
| P | 0003512 | 197.49 | 1 | WILLIAM ANTHONY POPE JR | CAMDEN | |

11/01/22 10:02:14

Delinquencies Top-30 Unpaid

1

Handwritten signature

Attachment: September20221101100641129 (Tax Report)

| Roll | Parcel Number | YrsDlq | 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 | 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 | 0001681 | 10 | 193.10 | STEVE WILLIAMS | CAMDEN | 150 158 HWY W |
| 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 | 0000945 | 5 | 243.90 | RAMONA F. TAZEWELL | 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 |
| P | 0003561 | 3 | 177.03 | MICHAEL DWAYNE UNDERWOOD | CAMDEN | 131 WHITE CEDAR LN |

Attachment: September 2022 1101100641129 (Tax Report)

11/01/22 10:02:16

Delinquencies Top-30 Oldest

1
B. Thomas
Personnel



CAMDEN COUNTY
NORTH CAROLINA • USA

Boundless Opportunities.

Board of Commissioners
AGENDA ITEM SUMMARY SHEET

New Business

Item Number: 6.B
Meeting Date: November 07, 2022
Submitted By: Lisa Anderson, Tax Administrator
 Taxes
 Prepared by: Karen Davis
Item Title **Adoption of 2023 Schedule of Values**
Attachments: Tax Admin Letter_Proposed Schedule of Values(PDF)

Summary:

On October 3, 2022 the Board of Commissioners was presented the 2023 proposed Schedule of Values and Present Use Value Schedule. A duly-noticed Work Session and Public Hearing was held on October 17, 2022 and the Board voted to add adoption of the 2023 Schedule of Values to the November 7, 2022 agenda.

Recommendation:

Staff recommends adoption of the 2023 Proposed Schedule of Values as presented.



LISA S. ANDERSON
Tax Administrator
landerson@camdencountync.gov

BOARD OF COMMISSIONERS
ROSS B. MUNRO, Chairman
TIFFNEY WHITE, Vice Chairman
CLAYTON D. RIGGS
RANDY KRINIAK
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.



CAMDEN COUNTY
NORTH CAROLINA • USA

Boundless Opportunities.

Board of Commissioners
AGENDA ITEM SUMMARY SHEET

New Business

Item Number: 6.C
Meeting Date: November 07, 2022

Submitted By: Austin Brown,
 NC Cooperative Extension
 Prepared by: Karen Davis

Item Title **Parks & Recreation Trust Fund Grant Award (Treasure Point Park) - Austin Brown**

Attachments: PARTF Grant_Treasure Point Park (PDF)

Summary:

The Parks and Recreation Trust fund has awarded a grant in the amount of \$452,000 towards the construction of the new facility at Treasure Point Park. The new facility will house the Agriculture Extension Office and Soil and Water, as well as educational spaces. The total project cost is estimated at \$1,539,620. The grant allocation is a match toward the project and will require the County to commit to \$1,087,620.00 in additional funds toward the construction of the project. The grant is reimbursable in phases.



North Carolina Division of Parks and Recreation

Governor Roy Cooper

Secretary D. Reid Wilson

October 11, 2022

Mr. Ken Bowman
 County Manager
 Camden County
 PO Box 190
 Camden, NC 27921

Dear Mr. Bowman:

Camden County has received a grant from the N.C. Parks and Recreation Trust Fund (PARTF) for the Treasure Point Environmental and Agriculture Education Center project. I am writing to you as the County's contact person to provide information about administering the grant.

The first step is to execute a contract between Camden County and the N.C. Department of Natural and Cultural Resources (DNCR). Enclosed are two copies of the contract. Please have your chief elected official sign and return both copies to me at the address below within 45 days. A representative of DNCR will then sign the contracts and return a copy of the executed contract. Please do not begin work on the PARTF project until you receive the signed contract.

PARTF grants are paid on a reimbursement basis. A local government must first spend its own funds on the project and then be reimbursed. The enclosed PARTF Grant Manual provides further information about accounting and grant administration. The manual is also available at www.ncparks.gov/partf under "For Grant Recipients". It is very important that your finance officer and project manager are familiar with this information. In addition, a series of progress inspections for your project will be conducted by your regional consultant.

Your local government may have received additional funds from other sources for this project. If PARTF funds are no longer needed, please notify me to withdraw this grant.

Sincerely,

Vonda Martin
 Manager, Grants and Outreach Program

Enclosures

cc: Brittany Shipp, Recreation Resources Service Regional Consultant

Dwayne Patterson, Director
 NC Division of Parks and Recreation
 1615 MSC - Raleigh, NC 27699-1615
 919.707.9300 / ncparks.gov

NORTH CAROLINA STATE PARKS
Naturally Wonderful

Attachment: PARTF Grant_Treasure Point Park (Parks & Recreation Trust Fund Grant Award (Treasure Point Park) - Austin Brown)

STATE OF NORTH CAROLINA
COUNTY OF WAKE

CONTRACTOR'S FEDERAL I.D.
566000282

N.C. Parks and Recreation Trust Fund Project Agreement

Grantee: Camden County
Project Number: 2023 - 1004

Project Title: Treasure Point Environmental and Agriculture Education Center

Period Covered by This Agreement: 11/1/2022 to 10/31/2025

Project Scope (Description of Project): Community center, site prep, contingency, planning.

Project Costs: PARTF Amount \$ 452,000
 Local Government Match \$ 1,087,620

Conditions

The North Carolina Department of Natural and Cultural Resources (hereinafter called the "Department") and County of Camden (hereinafter referred to as "Grantee") agree to comply with the terms, promises, conditions, plans, specifications, estimates, procedures, project proposals, maps, and assurances described in the North Carolina Parks and Recreation Trust Fund (PARTF) administrative rules and grant application which are hereby by reference made a part of the PARTF grant contract and which are on file with the Division of Parks and Recreation. In addition, the Department and the Grantee agree to comply with the State of North Carolina's Terms and Conditions as listed in "Attachment A" to this contract.

Now, therefore, the parties hereto do mutually agree as follows:

Upon execution of this grant agreement, the Department hereby promises, in consideration of the promises by the Grantee herein, to obligate to the Grantee the grant amount shown above. The Grantee hereby promises to efficiently and effectively manage the funds in accordance with the approved budget, to promptly complete grant assisted activities described above in a diligent and professional manner within the project period, and to monitor and report work performance.

The parties to this contract agree and understand that the payment of the sums specified in this contract is dependent and contingent upon and subject to the appropriation, allocation and availability of funds for this purpose to the Department.

Section I. Eligible Project Costs and Fiscal Management

1. The PARTF grant amount must be matched on at least a dollar-for-dollar basis by the Grantee. To be eligible, project costs must be incurred during the contract period, be documented in the grant application, and described in the project scope of this agreement, and initiated and/or undertaken after execution of this agreement by the Grantee and the Department.
2. PARTF assistance for land acquisition will be based on the fair market value of real property or the sales price, whichever is less. Value must be based upon an independent appraisal by a licensed appraiser holding a general or residential certification from the North Carolina Appraisal Board. The Department shall review the appraisal as to content and valuation. Approval of appraised amounts rests with the Department. The Grantee agrees to begin development on PARTF acquired land within five (5) years of the date this contract is signed by the Department and Grantee in order to allow general public access and use.
3. Payment shall be made in accordance with the contract documents as described in the Scope of Work (Attachment B). Payment for work performed will be made upon receipt and approval of invoice(s) from the Grantee documenting the costs incurred in the performance of work under this contract. Invoices may be submitted to the Contract Administrator quarterly. Final invoices must be received by the Department within forty-five (45) days after the end of the contract

period or contract completion, whichever occurs first. Accounting records should be based on generally accepted local government accounting standards and principles. Records shall be retained for a period of five (5) years following project completion, except those records shall be retained beyond five (5) year period if audit findings have not been resolved. All accounting records and supporting documents will clearly show the number of the contract and PARTF project to which they are applicable. The State Auditor shall have access to persons and records as a result of all contracts and grants entered into by state agencies and or political subdivisions in accordance with General Statute 147-64.7.

- 4. The Grantee agrees to refund to the Department, subsequent to audit of the project’s financial records, and costs disallowed or required to be refunded to the Department on account of audit exceptions.

Section II. Project Execution

- 1. The Grantee may not deviate from the scope of the project without approval of the Department. When one of the conditions in the contract changes, including but not limited to the project scope, a revised estimate of costs, a deletion or additions of items, or need to extend the contract period, the Grantee must submit in writing a request to the Department for approval.
- 2. The Grantee shall be considered to be an independent contractor and as such shall be wholly responsible for the work to be performed and for the supervision of its employees. The Grantee represents that it has, or will secure at its own expense, all personnel required in performing the services under this agreement. Such employees shall not be employees of, or have any individual contractual relationship with the Department.
- 3. In the event the Grantee subcontracts for any or all of the services covered by the contract:
 - a. The Grantee is not relieved of any of the duties and responsibilities provided in this contract;
 - b. The subcontractor agrees to abide by the standards contained herein or to provide such information as to allow the Grantee to comply with these standards, and;
 - c. The subcontractor agrees to allow state and federal authorized representatives access to any records pertinent to its role as a subcontractor.
- 4. In accordance with Executive Order 12549, Debarment and Suspension, 7 CFR Part 3017, Section 3017.510, the grantee agrees not to subcontract with any vendors debarred or suspended by the State of North Carolina and shall not knowingly enter into any lower tier covered transactions with a person or vendor who is debarred, suspended or declared ineligible.
- 5. The Grantee shall not substitute key personnel assigned to the performance of this contract without prior approval by the Department’s Contract Administrator. Mr. Ken Bowman is designated by the Grantee as key personnel for purposes of this contract. The Department designates, Ms. Vonda Martin, Manager of Grants and Outreach, as the Contract Administrator for the contract.

| Department Contract Administrator | Grantee Contract Administrator |
|---|---|
| NC Department of Natural and Cultural Resources Division of Parks and Recreation Attention: Ms. Vonda Martin, Manager of Grants and Outreach 1615 Mail Service Center Raleigh, NC 27699-1615 Telephone 919-707-9338 Email: Vonda.Martin@ncparks.gov | Camden County Attention Ken Bowman PO Box 190 Camden, NC 27921 Telephone: 252.338.6363 Email: kbowman@camdencountync.gov |

- 6. The Grantee agrees to comply with all applicable federal, state and local statutory provisions governing purchasing, construction, land acquisition, fiscal management, equal employment opportunity and the environment including but not limited to the following:

Local Government Budget and Fiscal Control Act (G.S. 159-7 to 159-42); Formal Contracts, Informal Contracts and Purchasing (including but not limited to G.S. 44A-26, G.S. 87-1 to 87.15.4, G.S. 133.1 to 133-40, G.S. 143-128 to G.S.143-135; Uniform Relocation Assistance Act (G.S. 133-5 to 133-18); Conflict of Interest (G.S. 14-234); Contractors

Must use E-Verify (G.S. 143-48.5); Americans With Disabilities Act of 1990 (P.L. 101-336) and ADA Accessibility Guidelines; N.C. State Building Code; and the North Carolina Environmental Policy Act (G.S. 113A-1 to G.S. 113A-12), and Sales Tax Refund (G.S. 105-164.14(c)).

7. The Grantee agrees it provides a drug-free workplace in accordance to the requirements of the Drug-Free Workplace Act of 1988 (43 CFR Part 12, Subpart D).
8. The Grantee agrees to permit periodic audits and site inspections by the Department to ensure work progress in accordance with the approved project, including a close-out inspection upon project completion. After project completion, the Grantee agrees to conduct grant contract compliance inspections at least once every five (5) years and to submit a Department provided inspection report to the Department.
9. The Grantee agrees land acquired with PARTF assistance shall be dedicated in perpetuity as a recreation site for the use and benefit of the public, the dedication will be recorded in the deed of said property and the property may not be converted to other than public recreation use without approval of the Department. The Grantee agrees to maintain and manage PARTF assisted development/ renovation projects for public recreation use for a minimum period of twenty-five (25) years after project completion.
10. The Grantee agrees to operate and maintain the project site so as to appear attractive and inviting to the public, kept in reasonably safe repair and condition, and open for public use at reasonable hours and times of the year, according to the type of facility and area.
11. The Grantee shall agree to place utility lines developed with PARTF assistance underground.
12. If the project site is rendered unusable for any reason whatsoever, the Grantee agrees to immediately notify the Department of said conditions and to make repairs, at its own expense, in order to restore use and enjoyment of the project by the public.
13. The Grantee agrees not to discriminate against any person on the basis of race, sex, color, national origin, age, residency or ability in the use of any property or facility acquired or developed pursuant to this agreement.
14. The Grantee certifies that it:
 - (a) Has neither used nor will use any appropriated funds for payment to lobbyists;
 - (b) Will disclose the name, address, payment details, and purposes of any agreement with lobbyists whom Grantee or its sub-tier contractor(s) or sub-grantee(s) will pay with profits or non-appropriated funds on or after December 22, 1989; and,
 - (c) Will file quarterly updates about the use of lobbyists if material changes occur in their use.

Section III. Project Termination and Applicant Eligibility

1. The Grantee may unilaterally rescind this agreement at any time prior to the expenditure of funds on the project described in this contract.
2. If through any cause, the Grantee fails to fulfill in a timely and proper manner the obligations under this contract, the Department shall thereupon have the right to terminate this contract by giving written notice to the Grantee of such termination and specifying the reasons thereof. In that event, the Grantee shall be entitled to receive just and equitable compensation for any satisfactory work completed in an amount which bears the same ratio to the total compensation as the services actually performed bear to the total services of the Grantee covered by this contract.
3. Failure by the Grantee to comply with the provisions and conditions set forth in the formal application, PARTF administrative rules and this agreement shall result in the Department declaring the Grantee ineligible for further participation in PARTF, in addition to any other remedies provided by law, until such time as compliance has been obtained to the satisfaction of the Department.

Section IV. Attestation and Execution

N.C.G.S. §133-32 and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement, you (Contractor) attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

In witness whereof, the Department and the Grantee have executed the Agreement in duplicate originals, one of which is retained by each of the parties.

| | |
|------------------------------------|---|
| Camden County | |
| Name of Grantee (Local Government) | Signature of Grantee (Chief Elected Official) |
| | |
| Typed or Printed Name of Official | Title of Official |

(Notary Public Completes)


State of North Carolina

County of

On this _____ day of _____, 20____, _____

personally appeared before me the said named _____, to me known and known to me to be the person described in and who executed the foregoing instrument, and he (or she) acknowledged that he (or she) executed the same and being duly sworn by me, made oath that the statements in the foregoing instrument are true.

My commission expires: _____, 20_____.

| | |
|----------------------------|---|
| | (Seal Here) |
| Signature of Notary Public |  |

North Carolina Department of Natural and Cultural Resources
D. Reid Wilson, Secretary

By: _____

Department Head or Authorized Agent
for Secretary Wilson
Title

Attachment: PARTF Grant_Treasure Point Park (Parks & Recreation Trust Fund Grant Award (Treasure Point Park) - Austin Brown)

General Terms and Conditions
Governmental Entities
 May 1, 2011

DEFINITIONS

Unless indicated otherwise from the context, the following terms shall have the following meanings in this Contract. All definitions are from 9 NCAC 3M.0102 unless otherwise noted. If the rule or statute that is the source of the definition is changed by the adopting authority, the change shall be incorporated herein.

- (1) "Agency" (as used in the context of the definitions below) means and includes every public office, public officer or official (State or local, elected or appointed), institution, board, commission, bureau, council, department, authority or other unit of government of the State or of any county, unit, special district or other political sub-agency of government. For other purposes in this Contract, "Agency" means the entity identified as one of the parties hereto.
- (2) "Audit" means an examination of records or financial accounts to verify their accuracy.
- (3) "Certification of Compliance" means a report provided by the Agency to the Office of the State Auditor that states that the Grantee has met the reporting requirements established by this Subchapter and included a statement of certification by the Agency and copies of the submitted grantee reporting package.
- (4) "Compliance Supplement" refers to the North Carolina State Compliance Supplement, maintained by the State and Local Government Finance Agency within the North Carolina Department of State Treasurer that has been developed in cooperation with agencies to assist the local auditor in identifying program compliance requirements and audit procedures for testing those requirements.
- (5) "Contract" means a legal instrument that is used to reflect a relationship between the agency, grantee, and sub-grantee.
- (6) "Fiscal Year" means the annual operating year of the non-State entity.
- (7) "Financial Assistance" means assistance that non-State entities receive or administer in the form of grants, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, insurance, food commodities, direct appropriations, and other assistance. Financial assistance does not include amounts received as reimbursement for services rendered to individuals for Medicare and Medicaid patient services.
- (8) "Financial Statement" means a report providing financial statistics relative to a given part of an organization's operations or status.
- (9) "Grant" means financial assistance provided by an agency, grantee, or sub-grantee to carry out activities whereby the grantor anticipates no programmatic involvement with the grantee or sub-grantee during the performance of the grant.
- (10) "Grantee" has the meaning in G.S. 143-6.2(b): a non-State entity that receives a grant of State funds from a State agency, department, or institution but does not include any non-State entity subject to the audit and other reporting requirements of the Local Government Commission. For other purposes in this Contract, "Grantee" shall mean the entity identified as one of the parties hereto. For purposes of this contract, Grantee also includes other State agencies such as universities.
- (11) "Grantor" means an entity that provides resources, generally financial, to another entity in order to achieve a specified goal or objective.
- (12) "Non-State Entity" has the meaning in N.C.G.S. 143-6.2(a)(1): A firm, corporation, partnership, association, county, unit of local government, public authority, or any other person, organization, group, or governmental entity that is not a State agency, department, or institution.
- (13) "Public Authority" has the meaning in N.C.G.S. 143-6.2(a)(3): A municipal corporation that is not a unit of local government or a local governmental authority, board, commission, council, or agency that (i) is not a municipal corporation and (ii) operates on an area, regional, or multiunit basis, and the budgeting and accounting systems of which are not fully a part of the budgeting and accounting systems of a unit of local government.
- (14) "Single Audit" means an audit that includes an examination of an organization's financial statements, internal controls, and compliance with the requirements of Federal or State awards.
- (15) "Special Appropriation" means a legislative act authorizing the expenditure of a designated amount of public funds for a specific purpose.
- (16) "State Funds" means any funds appropriated by the North Carolina General Assembly or collected by the State of North Carolina. State funds include federal financial assistance received by the State and transferred or disbursed to non-State entities. Both Federal and State funds maintain their identity as they are sub-granted to other organizations. Pursuant to N.C.G.S. 143-6.2(b), the terms "State grant funds" and "State grants" do not include any payment made by the Medicaid program, the Teachers' and State Employees' Comprehensive Major Medical Plan, or other similar medical programs.
- (17) "Sub-grantee" has the meaning in G.S. 143-6.2(b): a non-State entity that receives a grant of State funds from a grantee or from another sub-grantee but does not include any non-State entity subject to the audit and other reporting requirements of the Local Government Commission.

- (18) "Unit of Local Government has the meaning in G.S. 143-6.2(a)(2): A municipal corporation that has the power to levy taxes, including a consolidated city-county as defined by G.S. 160B-2(1), and all boards, agencies, commissions, authorities, and institutions thereof that are not municipal corporations.

Relationships of the Parties

Independent Contractor: The Grantee is and shall be deemed to be an independent contractor in the performance of this Contract and as such shall be wholly responsible for the work to be performed and for the supervision of its employees. The Grantee represents that it has, or shall secure at its own expense, all personnel required in performing the services under this agreement. Such employees shall not be employees of, or have any individual contractual relationship with, the Agency.

Subcontracting: To subcontract work to be performed under this contract which involves the specialized skill or expertise of the Grantee or his employees, the Grantee first obtains prior approval of the Agency Contract Administrator. In the event the Grantee subcontracts for any or all of the services or activities covered by this contract: (a) the Grantee is not relieved of any of the duties and responsibilities provided in this contract; (b) the subcontractor agrees to abide by the standards contained herein or to provide such information as to allow the Grantee to comply with these standards, and; (c) the subcontractor agrees to allow state and federal authorized representatives access to any records pertinent to its role as a subcontractor.

Sub-grantees: The Grantee has the responsibility to ensure that all sub-grantees, if any, provide all information necessary to permit the Grantee to comply with the standards set forth in this Contract.

Assignment: The Grantee may not assign the Grantee's obligations or the Grantee's right to receive payment hereunder. However, upon Grantee's written request approved by the issuing purchasing authority, the Agency may:

- (a) Forward the Grantee's payment check(s) directly to any person or entity designated by the Grantee, or
- (b) Include any person or entity designated by Grantee as a joint payee on the Grantee's payment check(s).

Such approval and action does not obligate the State to anyone other than the Grantee and the Grantee remains responsible for fulfillment of all contract obligations.

Beneficiaries: Except as herein specifically provided otherwise, this Contract insures to the benefit of and is binding upon the parties hereto and their respective successors. It is expressly understood and agreed that the enforcement of the terms and conditions of this Contract, and all rights of action relating to such enforcement, are strictly reserved to the Agency and the named Grantee. Nothing contained in this document shall give or allow any claim or right of action whatsoever by any other third person. It is the express intention of the Agency and Grantee that any

third person receiving services or benefits under this Contract is an incidental beneficiary only.

Indemnity

Indemnification: In the event of a claim against either party by a third party arising out of this contract, the party whose actions gave rise to the claim is responsible for the defense of the claim and any resulting liability, provided that a party may not waive the other party's sovereign immunity or similar defenses. The parties agree to consult with each other over the appropriate handling of a claim and, in the event they cannot agree, to consult with the Office of the Attorney General.

Default and Termination

Termination by Mutual Consent: Either party may terminate this agreement upon thirty (30) days notice in writing from the other party. In that event, all finished or unfinished documents and other materials, at the option of the Agency, shall be submitted to the Agency. If the contract is terminated as provided herein, the Grantee is paid in an amount which bears the same ratio to the total compensation as the services actually performed bear to the total services of the Grantee covered by this agreement; for costs of work performed by subcontractors for the Grantee provided that such subcontracts have been approved as provided herein; or for each full day of services performed where compensation is based on each full day of services performed, less payment of compensation previously made. The Grantee repays to the Agency any compensation the Grantee has received which is in excess of the payment to which he is entitled herein.

Termination for Cause: If, through any cause, the Grantee fails to fulfill in timely and proper manner the obligations under this agreement, the Agency thereupon has the right to terminate this contract by giving written notice to the Grantee of such termination and specifying the reason thereof and the effective date thereof. In that event, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, and reports prepared by the Grantee, at the option of the Agency, be submitted to the Agency, and the Grantee is entitled to receive just and equitable compensation for any satisfactory work completed on such documents and other materials. The Grantee is not relieved of liability to the Agency for damages sustained by the Agency by virtue of any breach of this agreement, and the Agency may withhold payment to the Grantee for the purpose of set off until such time as the exact amount of damages due the Agency from such breach can be determined.

Waiver of Default: Waiver by the Agency of any default or breach in compliance with the terms of this Contract by the Grantee is not a waiver of any subsequent default or breach and is not a modification of the terms of this Contract unless stated to be such in writing, signed by an authorized representative of the Agency and the Grantee and attached to the contract.

Availability of Funds: The parties to this Contract agree and understand that the payment of the sums specified in this Contract is dependent and contingent upon and subject to the appropriation, allocation, and availability of funds for this purpose to the Agency.

Force Majeure: Neither party is in default of its obligations hereunder if and it is prevented from performing such obligations by any act of war, hostile foreign action, nuclear explosion, riot, strikes, civil insurrection, earthquake, hurricane, tornado, or other catastrophic natural event or act of God.

Survival of Promises: All promises, requirements, terms, conditions, provisions, representations, guarantees, and warranties contained herein shall survive the contract expiration or termination date unless specifically provided otherwise herein, or unless superseded by applicable federal or State statutes of limitation.

Intellectual Property Rights

Copyrights and Ownership of Deliverables: Any and all copyrights resulting from work under this agreement shall belong to the Grantee. The Grantee hereby grants to the North Carolina Department of Environment and Natural Resources a royalty-free, non-exclusive, paid-up license to use, publish and distribute results of work under this agreement for North Carolina State Government purposes only.

Compliance with Applicable Laws

Compliance with Laws: The Grantee understands and agrees that is subject to compliance with all laws, ordinances, codes, rules, regulations, and licensing requirements that are applicable to the conduct of its business, including those of federal, state, and local agencies having jurisdiction and/or authority.

Equal Employment Opportunity: The Grantee understands and agrees that it is subject to compliance with all federal and State laws relating to equal employment opportunity.

Confidentiality

Confidentiality: As authorized by law, the Grantee keeps confidential any information, data, instruments, documents, studies or reports given to or prepared or assembled by the Grantee under this agreement and does not divulge or make them available to any individual or organization without the prior written approval of the Agency. The Grantee acknowledges that in receiving, storing, processing or otherwise dealing with any confidential information it will safeguard and not further disclose the information except as otherwise provided in this Contract or without the prior written approval of the Agency.

Oversight

Access to Persons and Records: The State Auditor and the using agency's internal auditors shall have access to persons

and records as a result of all contracts or grants entered into by State agencies or political subdivisions in accordance with General Statute 147-64.7 and Session Law 2010-194, Section 21 (i.e., the State Auditors and internal auditors may audit the records of the contractor during the term of the contract to verify accounts and data affecting fees or performance). The Contractor shall retain all records for a period of three years following completion of the contract or until any audits begun during this period are completed and findings resolved, whichever is later.

Record Retention: The Grantee may not destroy, purge or dispose of records without the express written consent of the Agency. State basic records retention policy requires all grant records to be retained for a minimum of five years or until all audit exceptions have been resolved, whichever is longer. If the contract is subject to Federal policy and regulations, record retention may be longer than five years since records must be retained for a period of three years following submission of the final Federal Financial Status Report, if applicable, or three years following the submission of a revised final Federal Financial Status Report. Also, if any litigation, claim, negotiation, audit, disallowance action, or other action involving this Contract has started before expiration of the five-year retention period described above, the records must be retained until completion of the action and resolution of all issues which arise from it, or until the end of the regular five-year period described above, whichever is later.

Time Records: The Grantee will maintain records of the time and effort of each employee receiving compensation from this contract, in accordance with the appropriate OMB circular.

Miscellaneous

Choice of Law: The validity of this Contract and any of its terms or provisions, as well as the rights and duties of the parties to this Contract, are governed by the laws of North Carolina. The Grantee, by signing this Contract, agrees and submits, solely for matters concerning this Contract, to the exclusive jurisdiction of the courts of North Carolina and agrees, solely for such purpose, that the exclusive venue for any legal proceedings shall be Wake County, North Carolina. The place of this Contract and all transactions and agreements relating to it, and their situs and forum, shall be Wake County, North Carolina, where all matters, whether sounding in contract or tort, relating to the validity, construction, interpretation, and enforcement shall be determined.

Amendment: This Contract may not be amended orally or by performance. Any amendment must be made in written form and executed by duly authorized representatives of the Agency and the Grantee.

Severability: In the event that a court of competent jurisdiction holds that a provision or requirement of this Contract violates any applicable law, each such provision or requirement shall continue to be enforced to the extent it is not in violation of law or is not otherwise unenforceable and all other provisions and requirements of this Contract shall remain in full force and effect.

Headings: The Section and Paragraph headings in these General Terms and Conditions are not material parts of the agreement and should not be used to construe the meaning thereof.

Time of the Essence: Time is of the essence in the performance of this Contract.

Care of Property: The Grantee agrees that it is responsible for the proper custody and care of any State owned property furnished him for use in connection with the performance of his contract and will reimburse the State for its loss or damage.

Ownership of equipment purchased under this contract rests with the Agency. Upon approval of the Agency Contract Administrator, such equipment may be retained by the Grantee for the time the Grantee continues to provide services begun under this contract.

Travel Expenses: All travel, lodging, and subsistence costs are included in the contract total and no additional payments will be made in excess of the contract amount indicated in above. Contractor must adhere to the travel, lodging and subsistence rates established in the Budget Manual for the State of North Carolina.

Sales/Use Tax Refunds: If eligible, the Grantee and all sub-grantees shall: (a) ask the North Carolina Department of Revenue for a refund of all sales and use taxes paid by them in the performance of this Contract, pursuant to G.S. 105-164.14; and (b) exclude all refundable sales and use taxes from all reportable expenditures before the expenses are entered in their reimbursement reports.

Advertising: The Grantee may not use the award of this Contract as a part of any news release or commercial advertising.

Recycled Paper: The Grantee ensures that all publications produced as a result of this contract are printed double-sided on recycled paper.

Sovereign Immunity: The Agency does not waive its sovereign immunity by entering into this contract and fully retains all immunities and defenses provided by law with respect to any action based on this contract.

Gratuities, Kickbacks or Contingency Fee(s): The parties certify and warrant that no gratuities, kickbacks or contingency fee(s) are paid in connection with this contract, nor are any fees, commissions, gifts or other considerations made contingent upon the award of this contract.

Lobbying: The Grantee certifies that it (a) has neither used nor will use any appropriated funds for payments to lobbyist; (b) will disclose the name, address, payment details, and purpose of any agreement with lobbyists whom the Grantee or its sub-lieer contractor(s) or sub-grantee(s) will pay with

profits or non-appropriated funds on or after December 22, 1989; and (c) will file quarterly updates about the use of lobbyists if material changes occur in their use.

By Executive Order 24, issued by Governor Perdue, and N.C. G.S. § 133-32: It is unlawful for any vendor or contractor (i.e. architect, bidder, contractor, construction manager, design professional, engineer, landlord, offeror, seller, subcontractor, supplier, or vendor), to make gifts or to give favors to any State employee of the Governor's Cabinet Agencies (i.e., Administration, Commerce, Correction, Crime Control and Public Safety, Cultural Resources, Environment and Natural Resources, Health and Human Services, Juvenile Justice and Delinquency Prevention, Revenue, Transportation, and the Office of the Governor). This prohibition covers those vendors and contractors who:

- (1) have a contract with a governmental agency; or
- (2) have performed under such a contract within the past year; or
- (3) anticipates bidding on such a contract in the future.

For additional information regarding the specific requirements and exemptions, vendors and contractors are encouraged to review Executive Order 24 and G.S. Sec. 133-32.

Executive Order 24 also encouraged and invited other State Agencies to implement the requirements and prohibitions of the Executive Order to their agencies. Vendors and contractors should contact other State Agencies to determine if those agencies have adopted Executive Order 24."

Scope of Work

North Carolina Division of Parks and Recreation Parks and Recreation Trust Fund – Grants Program for Local Governments

Grantee: Camden County

Title of Project: Treasure Point Environmental and Agriculture Education Center

Project Number: 1004

Contract Number: 2023-1004

Amount of Grant: \$ 452,000

Amount of Match: \$ 1,087,620

Contact Person for Project: Ken Bowman

Title: County Manager
Camden County

Address:
PO Box 190
Camden, NC 27921

Telephone: 252.338.6363

Contact email address: kbowman@camdencountync.gov

Scope of Project: Community center, site prep, contingency, planning.

Length of Project: 36 months (11/1/2022 – 10/31/2025)

Schedule for Reimbursements: Grantee may submit bills quarterly after a significant portion of work has been completed on the project element(s). Not more than 90% of the grant will be reimbursed until the grantee completes the project elements specified in the grant (refer to detailed budget submitted with grant application).

The County of Camden grant application and support documentation are, by reference, part of the contract. The administrative rules of the N.C. Parks and Recreation Trust Fund are, by reference, a part of the contract.



CAMDEN COUNTY
NORTH CAROLINA • USA

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**Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

New Business

Item Number: 6.D
Meeting Date: November 07, 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_Agenda Summary - Meadows at North River Crossing
 (DOCX)
 2_MeadowsAt
 NorthRiverCrossingStaffReportPreliminaryPlat_2022_10_3
 (PDF)
 3_Application (PDF)
 4_Platt (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: November 7, 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.

The Public Hearing was held by the Board of Commissioners on October 3, 2022.

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

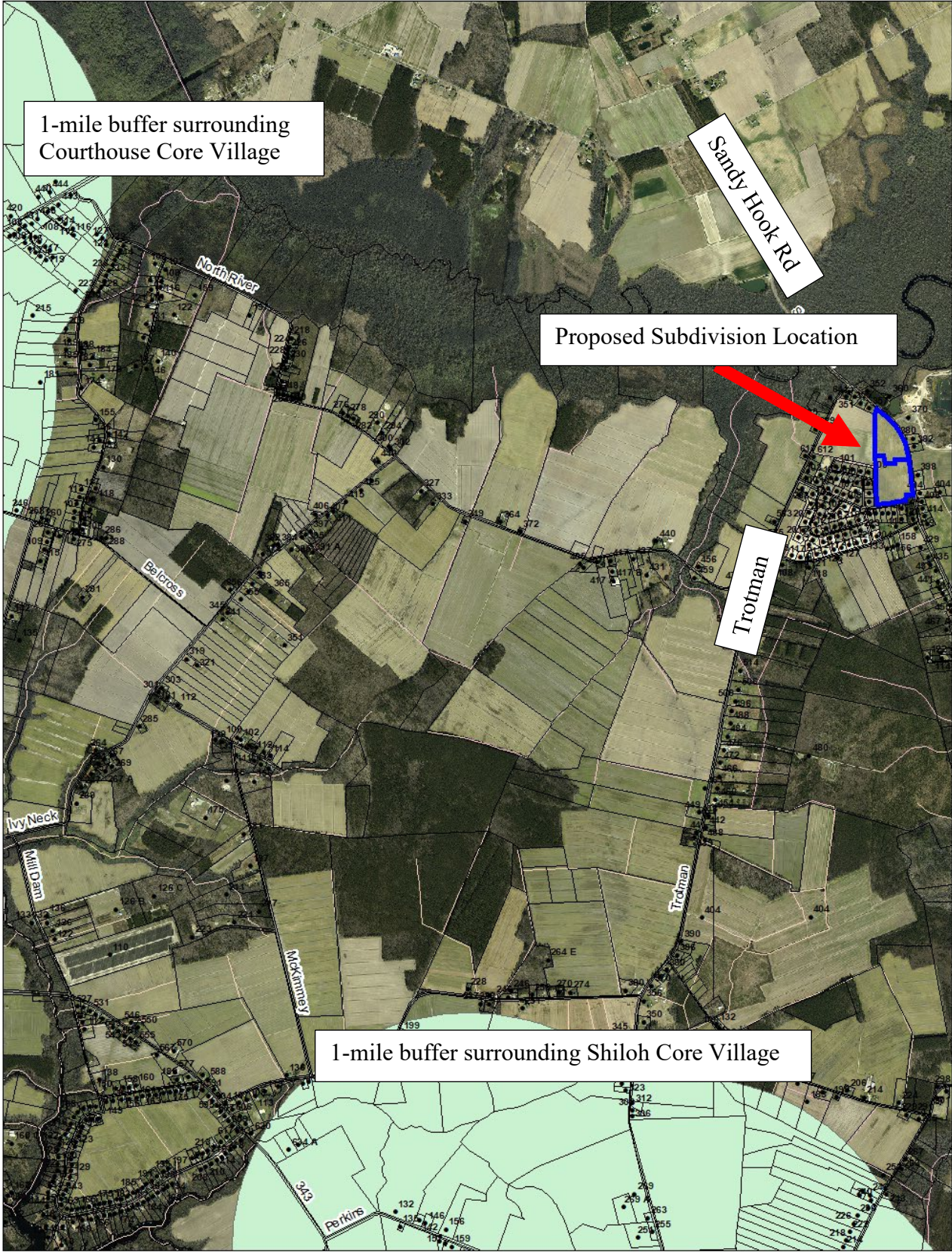
Documents received upon filing of application or otherwise included:

- 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

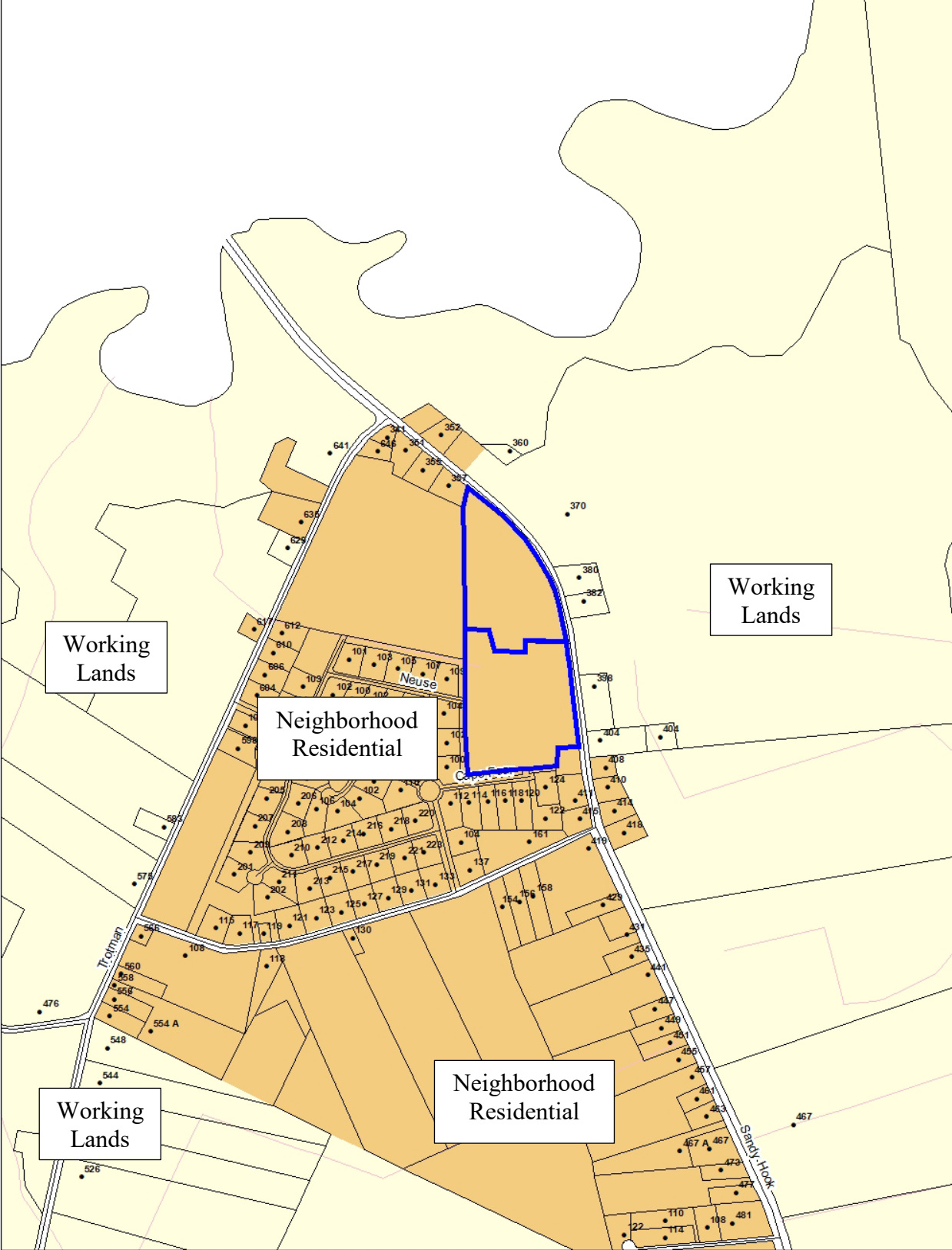
REQUEST: WH Chesapeake LLC is requesting review of the Preliminary Plat for The Meadows at North River Crossing Major Subdivision per Article 151.2.3.20 of the Unified Development Ordinance. 23 of lots

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

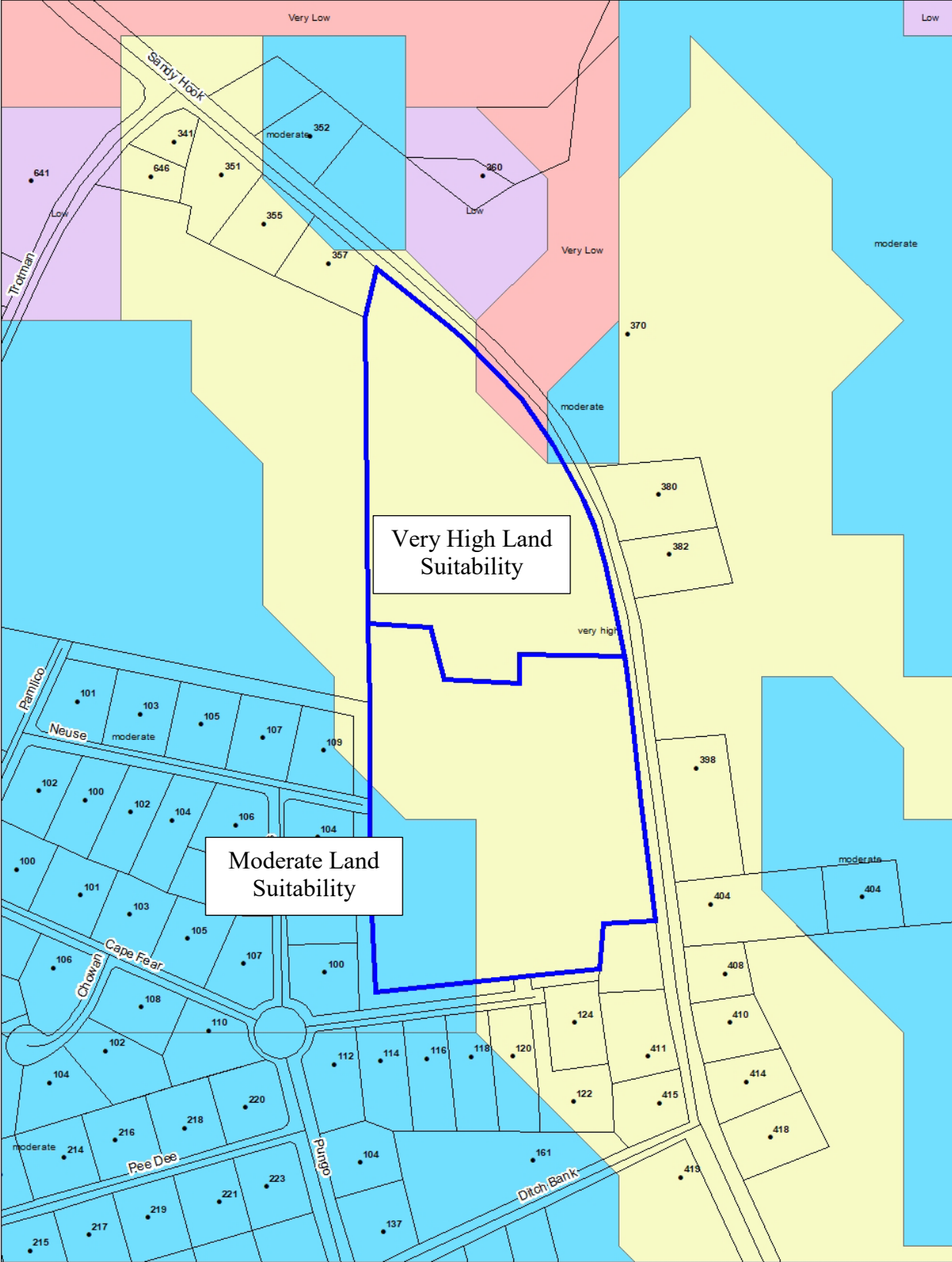
Vicinity Map: Shiloh Township



Zoning Map: Neighborhood Residential

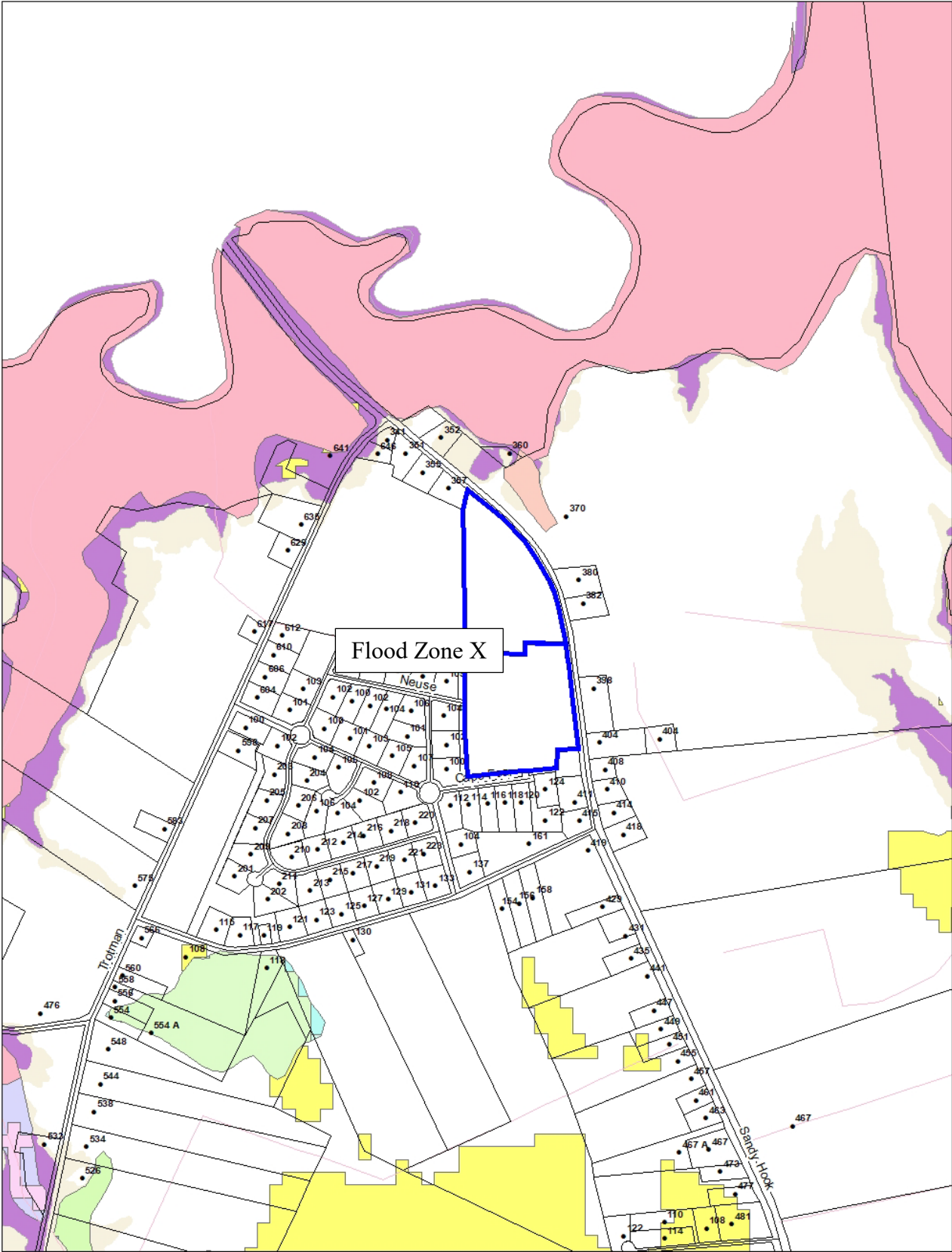


CAMA Land Suitability: Most is very high in land suitability and few acres in moderate

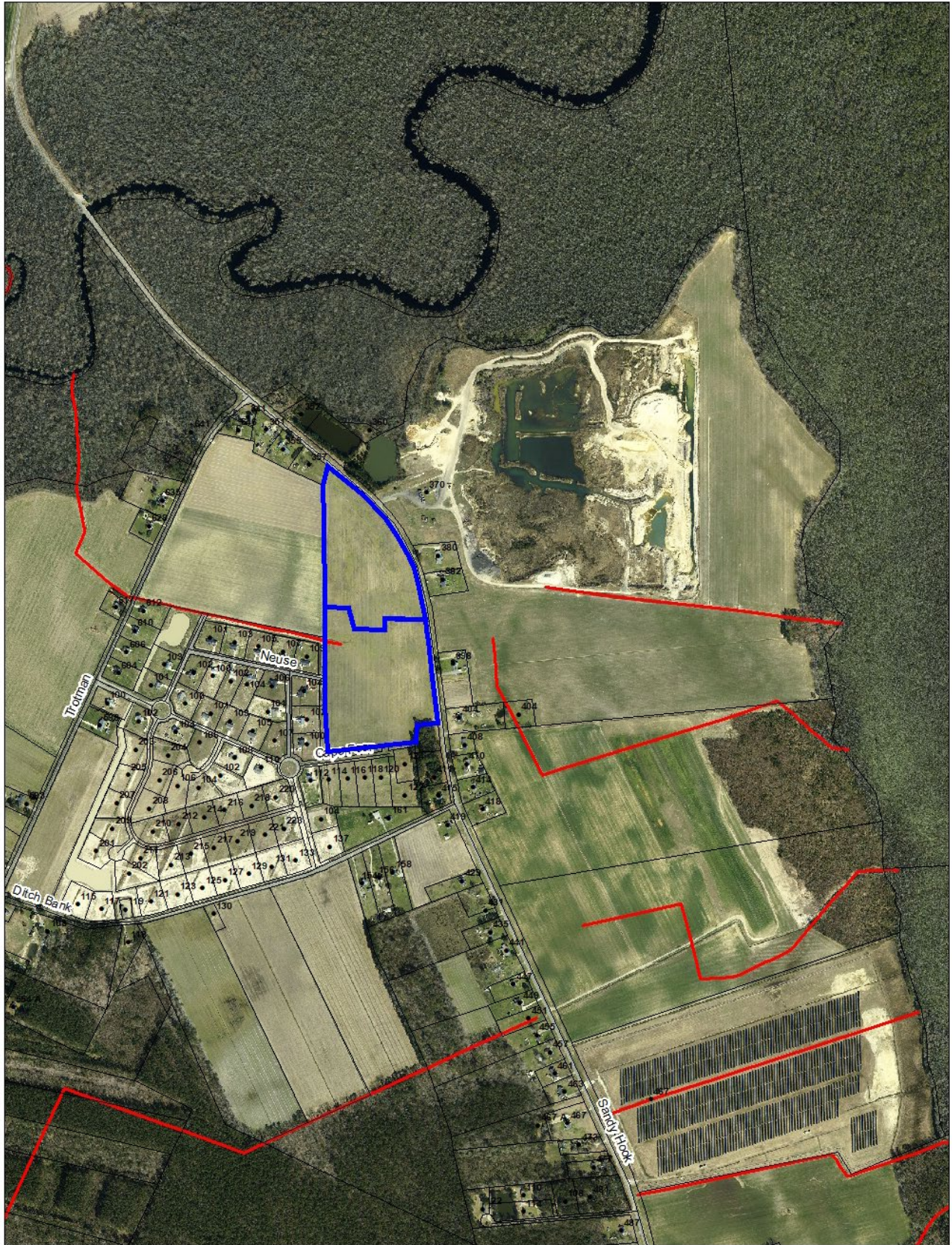


Attachment: 2_MeadowsAt NorthRiverCrossingStaffReportPreliminaryPlat_2022_10_3 (Preliminary Plan Application - Meadows at North River

Not in Watershed, not in Wetlands and not in Floodplain



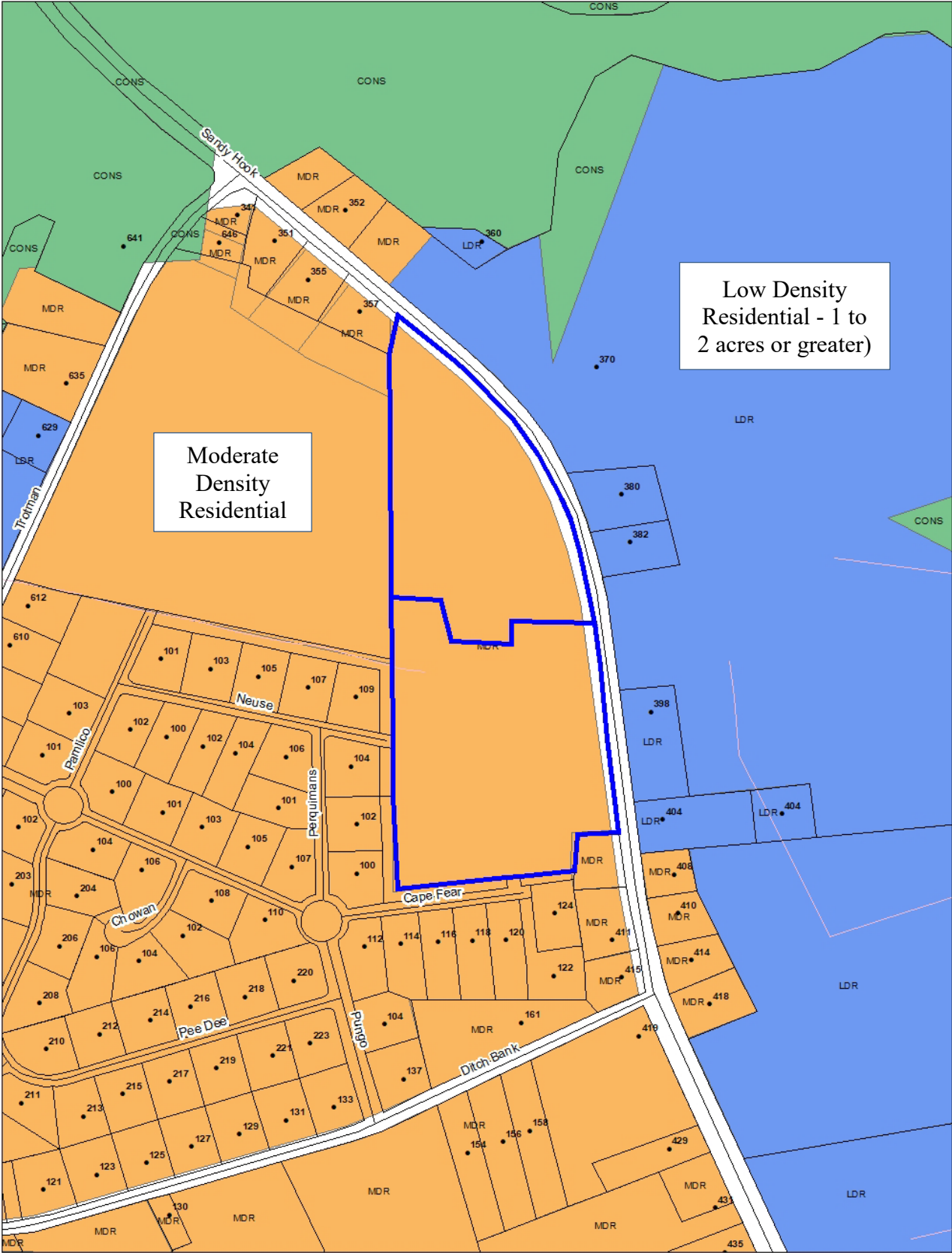
Drainage



Comprehensive Plan Future Land Use Map

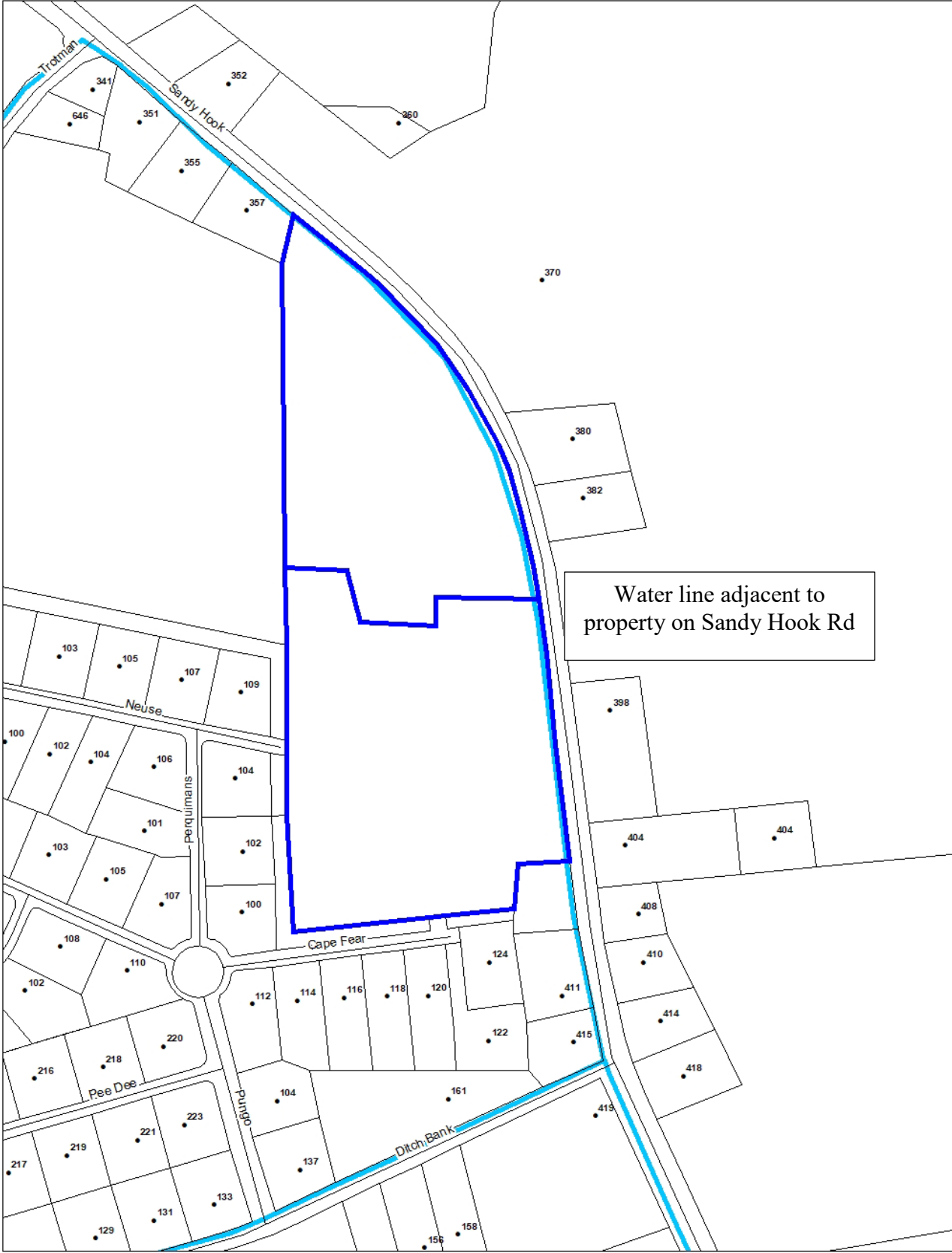


CAMA Future Land Use Map

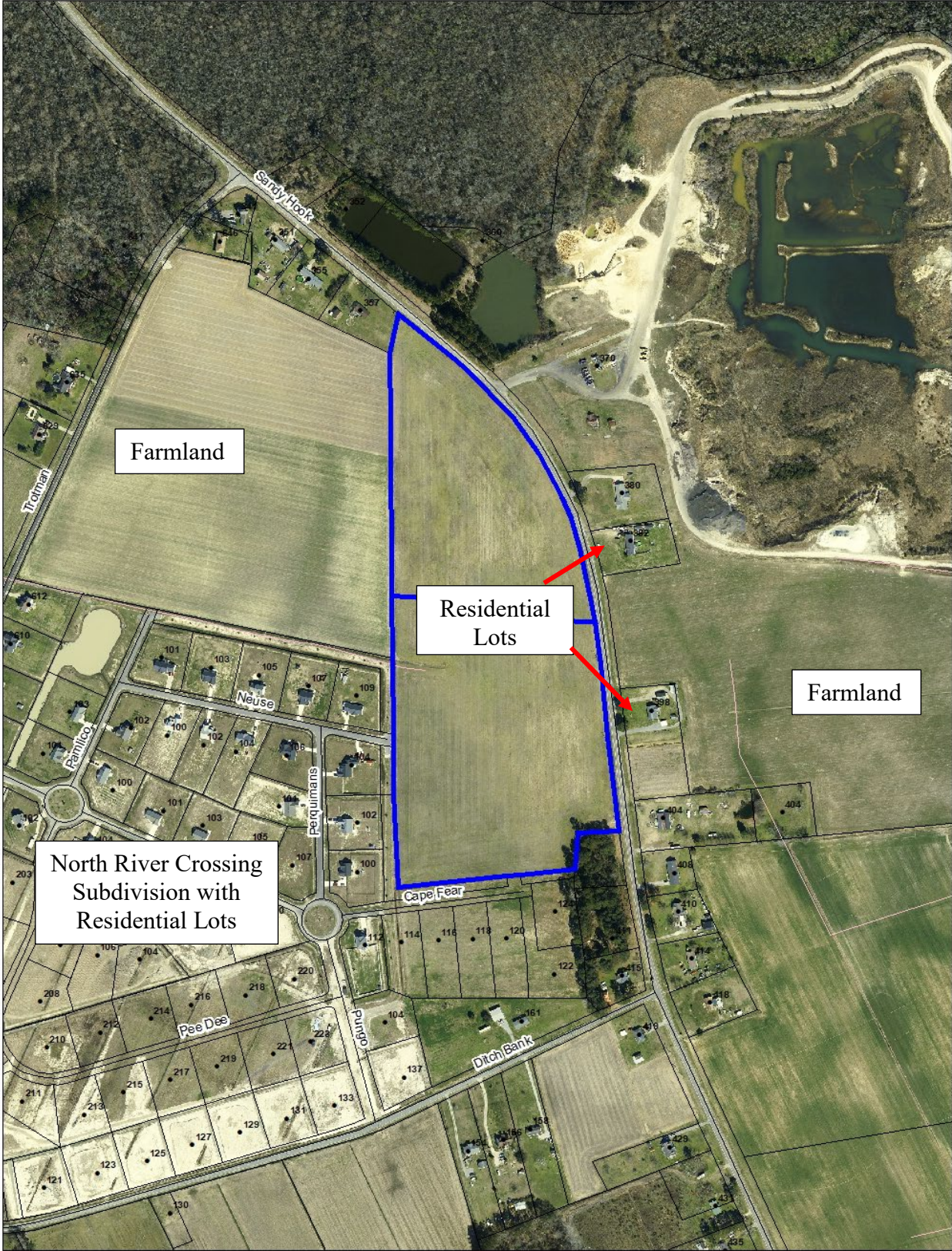


Attachment: 2_MeadowsAt NorthRiverCrossingStaffReportPreliminaryPlat_2022_10_3 (Preliminary Plan Application - Meadows at North River

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

| | |
|--|-----------------------------|
| OFFICIAL USE ONLY: | Zoning Dist.: <u>NR</u> |
| UDO Number: <u>2022-BS38</u> | Flood Zone: <u>X</u> |
| Date Filed: <u>5/19/2022</u> | Watershed (Y/N): <u>N6</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>\$6000⁰⁰</u> | Received By: <u>ajc</u> |
| | <u>22121</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> | Address: <u>1805 West City Dr., Unit E</u> | |
| <u>Chesapeake, VA 23320</u> | <u>Elizabeth City, NC 27909</u> | |
| Telephone: <u>757-410-9605</u> | Telephone: <u>252-621-5208 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: 2 parcels: 28.57 ac total 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 | _____ | Deed | <u>X</u> |
| Drainage Plan | <u>X</u> | Public and Private Improvements Plan | _____ | | |
| Perk Test on all lots to be developed | _____ | X | Development Impact Analysis | _____ | <u>X</u> |

Attachment: 3_Application (Preliminary Plan Application - Meadows at North River Crossing Major Subdivision)

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.

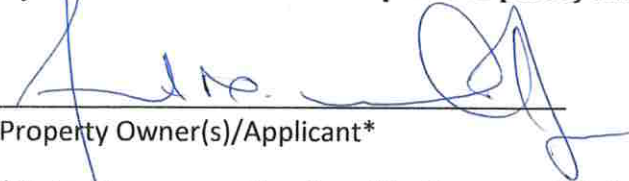
C. The use will be in conformity with the Land Use Plan or other officially adopted plan(s).

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*

5/13/22
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.

Attachment: 3_Application (Preliminary Plan Application - Meadows at North River Crossing Major Subdivision)

SITE DATA:

- 1. OWNER INFORMATION:
WH CHESSAPEAKE, LLC
JONATHAN WETHERINGTON
508 BAYLOR COURT, SUITE B-2
CHESSAPEAKE, VA 23320
(757) 410-9805

2. SITE INFORMATION:

PIN: 038965003592760000 & 038965003681800000
D.B. 416, PG. 412
P.C. 9, PG. 50
ZONING: NR (NEIGHBORHOOD RESIDENTIAL)
EXISTING USE: VACANT
PROPOSED USE: SINGLE FAMILY RESIDENTIAL
PARCEL AREA: 28.57 AC
PROPOSED LOTS: 23
MINIMUM LOT SIZE: 40,000 SF
PROPOSED STREET: HALIFAX COURT, 50' R/W, 2,100' L.F.
PROPOSED COVERAGE:
ALLOWABLE BUALOT 24% OF LOT AREA
RIGHT-OF-WAY 60,504 SF
TOTAL 251,785 SF

SUBDIVISION AREA SUMMARY:

LOTS 24.08 AC
RIGHT-OF-WAY 3.12 AC
AGRICULTURAL BUFFER / OPEN SPACE 1.47 AC
3. BUILDING SETBACKS:
FRONT 25'
CORNER 25'
SIDE 10'
REAR 10'
4. DRAINAGE & UTILITY EASEMENTS:
FRONT 20'
SIDE 10'
REAR 10'

- 5. THIS SITE IS LOCATED IN FLOOD ZONE 'X' ACCORDING TO FLOOD MAP PANEL 3720898400L, DATED DECEMBER 21, 2018.

- 6. TOPOGRAPHIC SURVEY PERFORMED BY TIMMONS GROUP IN DECEMBER 2021.

- 7. THE DEVELOPER IS REQUIRED TO INSTALL ALL WATER LINES AND RELATED IMPROVEMENTS.

- 8. THIS PROPERTY DOES NOT CONTAIN 404 JURISDICTIONAL WETLANDS.

- 9. MAINTENANCE OF REQUIRED OPEN SPACE SHALL BE THE RESPONSIBILITY OF THE DEVELOPER AND/OR HOMEOWNERS ASSOCIATION, AS APPLICABLE.

- 10. OPEN SPACE, DRAINAGE FACILITIES, RESERVED UTILITY OPEN SPACE AND PONDS REQUIRED TO BE PROVIDED BY THE DEVELOPER IN ACCORDANCE WITH UDO 151.7.5 SHALL NOT BE DEDICATED TO THE PUBLIC, EXCEPT UPON WRITTEN ACCEPTANCE BY THE COUNTY, BUT SHALL REMAIN UNDER THE OWNERSHIP AND CONTROL OF THE DEVELOPER (OR HIS OR HER SUCCESSOR) OR A HOMEOWNERS ASSOCIATION OR SIMILAR ORGANIZATION THAT SATISFIES THE CRITERIA ESTABLISHED IN UDO 151.6.4.

- 11. ALL UTILITY CONNECTIONS SHALL CONFORM TO CAMDEN COUNTY STANDARDS AND SHALL BE COORDINATED WITH THE CAMDEN COUNTY PUBLIC WORKS DEPARTMENT.

- 12. CONTRACTOR SHALL INSPECT AND MAINTAIN AS NEEDED ALL EROSION CONTROL DEVICES ON A WEEKLY BASIS AND AFTER EACH MAJOR STORM EVENT. FAILURE TO KEEP EROSION CONTROL DEVICES IN GOOD WORKING ORDER MAY RESULT IN THE ISSUANCE OF A STOP WORK ORDER.

- 13. ANY FILL BROUGHT ON SITE SHALL BE FROM AN APPROVED SOURCE. ANY MATERIAL REMOVED FROM THE SITE SHALL BE DISPOSED OF IN A SINGLE APPROVED LOCATION.

- 14. DISTURBED AREA SHALL NOT EXCEED xxx ACRES. (INCLUDES ANY OFF-SITE IMPROVEMENTS.)

- 15. THE MAXIMUM BUILT UPON AREA PER LOT PER NCDEC STORMWATER MANAGEMENT PERMIT SWxxxx: xxx SF. THE ALLOTTED AMOUNT INCLUDES ANY BUILT UPON AREA CONSTRUCTED WITHIN THE LOTS PROPERTY LINES AND THAT PORTION OF THE RIGHT OF WAY BETWEEN THE FRONT PROPERTY LINE AND THE EDGE OF PAYMENT. BUILT UPON AREA INCLUDES BUT IS NOT LIMITED TO: STRUCTURES, ASPHALT, GRAVEL, CONCRETE, BRICK, STONE, SLATE, OR SIMILAR MATERIAL, BUT DOES NOT INCLUDE RAISED OPEN WOOD DECKING OR THE WATER SURFACE OF SWIMMING POOLS.

CERTIFICATE OF OWNERSHIP AND DEDICATION

I HEREBY CERTIFY THAT I AM THE OWNER OF THE PROPERTY DESCRIBED HEREON, WHICH PROPERTY IS LOCATED WITHIN THE SUBDIVISION REGULATION JURISDICTION OF CAMDEN COUNTY, THAT I HEREBY FREELY ADOPT THIS PLAT OF SUBDIVISION AND DEDICATE TO PUBLIC USE ALL AREA SHOWN ON THIS PLAT AS STREETS, ALLEYS, WALKS, PARKS, OPEN SPACE AND EASEMENTS, EXCEPT THOSE SPECIFICALLY INDICATED AS PRIVATE AND THAT I WILL MAINTAIN ALL SUCH AREAS UNTIL THE OFFER OF DEDICATION IS ACCEPTED BY THE APPROPRIATE PUBLIC AUTHORITY. ALL PROPERTY SHOWN ON THIS PLAT IS DEDICATED FOR A PUBLIC USE SHALL BE DEEMED TO BE DEDICATED FOR ANY OTHER PUBLIC USE AUTHORIZED BY LAW WHEN SUCH USE IS APPROVED BY THE APPROPRIATE PUBLIC AUTHORITY IN THE PUBLIC INTEREST.

DATE _____ OWNER _____

I, _____, A NOTARY PUBLIC OF _____ COUNTY,

NORTH CAROLINA, DO HEREBY CERTIFY THAT _____

PERSONALLY APPEARED BEFORE ME THIS DATE AND ACKNOWLEDGED THE DUE EXECUTION OF THE FOREGOING CERTIFICATE.

WITNESS MY HAND AND OFFICIAL SEAL THIS _____ DAY OF _____, 20____

NOTARY PUBLIC _____ MY COMMISSION EXPIRES _____

OPEN SPACE, DRAINAGE FACILITIES, RESERVED UTILITY OPEN SPACE, AND PONDS REQUIRED TO BE PROVIDED BY THE DEVELOPER IN ACCORDANCE WITH UDO 151.7.5 SHALL NOT BE DEDICATED TO THE PUBLIC, EXCEPT UPON WRITTEN ACCEPTANCE BY THE COUNTY, BUT SHALL REMAIN UNDER THE OWNERSHIP AND CONTROL OF THE DEVELOPER (OR HIS OR HER SUCCESSOR) OR A HOMEOWNERS ASSOCIATION OR SIMILAR ORGANIZATION THAT SATISFIES THE CRITERIA ESTABLISHED IN UDO 151.6.4.

CERTIFICATE OF APPROVAL

I HEREBY CERTIFY THAT ALL STREETS SHOWN ON THIS PLAT ARE WITHIN CAMDEN COUNTY, ALL STREETS AND OTHER IMPROVEMENTS SHOWN ON THIS PLAT HAVE BEEN INSTALLED OR COMPLETED OR GUARANTEED TO ACCORDING TO UDO 151.6.3.5 AND THAT THE SUBDIVISION SHOWN ON THIS PLAT IS IN ALL RESPECTS IN COMPLIANCE WITH THE CAMDEN COUNTY UNIFIED DEVELOPMENT ORDINANCE, AND THEREFORE, THIS PLAT HAS BEEN APPROVED BY THE CAMDEN COUNTY PLANNING BOARD AND SIGNED BY THE CHAIRPERSON, BOARD OF COMMISSIONERS, SUBJECT TO ITS BEING RECORDED IN THE CAMDEN COUNTY REGISTRY WITHIN NINETY (90) DAYS OF THE DATE BELOW.

DATE _____ CHAIRPERSON, BOARD OF COMMISSIONERS _____

DIVISION OF HIGHWAY DISTRICT ENGINEER CERTIFICATE FOR PUBLIC STREETS

I HEREBY CERTIFY THAT THE PUBLIC STREETS SHOWN ON THIS PLAT ARE INTENDED FOR DEDICATION AND HAVE BEEN COMPLETED OR AS DESIGNED AND GUARANTEED BY THE APPLICANT IN ACCORDANCE WITH AT LEAST THE MINIMUM SPECIFICATIONS AND STANDARDS OF THE NC DEPARTMENT OF TRANSPORTATION FOR ACCEPTANCE OF SUBDIVISION STREETS ON THE NC HIGHWAY SYSTEM FOR MAINTENANCE.

DATE _____ DISTRICT ENGINEER _____

ENGINEER CERTIFICATION OF STORMWATER IMPROVEMENTS

IN THE SUBDIVISION ENTITLED THE MEADOWS AT NORTH RIVER CROSSING, STORMWATER DRAINAGE IMPROVEMENTS HAVE BEEN INSTALLED:
(1) ACCORDING TO PLANS AND SPECIFICATIONS PREPARED BY THE TIMMONS GROUP, OR
(2) ACCORDING TO AS-BUILT PLANS SUBMITTED BY THE TIMMONS GROUP AND APPROVED BY THE COUNTY. CAMDEN COUNTY ASSUMES NO RESPONSIBILITY FOR THE DESIGN, MAINTENANCE OR THE GUARANTEED PERFORMANCE OF THE STORMWATER DRAINAGE IMPROVEMENTS AND THEIR EFFECTS.

REGISTERED LAND SURVEYOR/CIVIL ENGINEER _____ REGISTRATION NUMBER _____

I, JASON A. MIZELLE, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION, DEED DESCRIPTION RECORDED IN D.B. 416, PG. 412; THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN THE REFERENCES SHOWN HEREON; THAT THE RATIO OF PRECISION AS CALCULATED IS 1:10,000+; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED.

F(1) A. THAT THE SURVEY CREATES A SUBDIVISION OF LAND WITHIN THE AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND, WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER _____ AND SEAL THIS XXTH DAY OF APRIL, 2022.

JASON A. MIZELLE, PLS L-4917

MINIMUM LOT SIZE STATEMENT

THE RESIDUAL PARCEL(S), IF ANY, MEET OR EXCEED THE MINIMUM LOT SIZE AS SPECIFIED WITHIN THE CAMDEN COUNTY UNIFIED DEVELOPMENT ORDINANCE.

SURVEYOR'S SIGNATURE _____ REGISTRATION NUMBER _____

NCDOT COMPLIANCE WITH RULES AND REGULATIONS

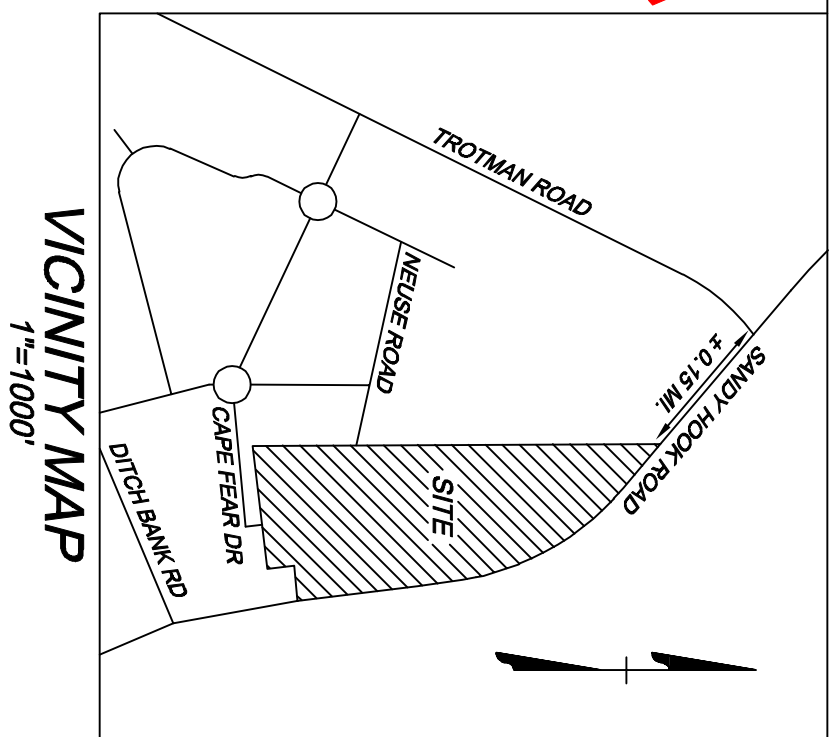
I HEREBY CERTIFY THAT THESE STREETS AS INSTALLED (OR AS DESIGNED AND GUARANTEED BY THE APPLICANT) ARE IN ACCORDANCE WITH THE MINIMUM DESIGN CRITERIA PRESENTLY REQUIRED BY THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION, DIVISION OF HIGHWAYS FOR ACCEPTANCE OF SUBDIVISION STREETS ON TO THE SYSTEM FOR MAINTENANCE.

DATE _____ DISTRICT ENGINEER NC DEPARTMENT OF TRANSPORTATION DIVISION OF HIGHWAYS _____

CERTIFICATE OF REVIEW OFFICER

STATE OF NORTH CAROLINA
COUNTY OF CAMDEN
REVIEW OFFICER OF CAMDEN COUNTY, CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

REVIEW OFFICER'S SIGNATURE _____ DATE _____



PRELIMINARY PLAT THE MEADOWS AT NORTH RIVER CROSSING

SHEET 1 OF 2
BEING PARCELS A & B, EXEMPT SUBDIVISION FOR KAY GREGORY, P.C. & SLD, 5B
SHILOH TOWNSHIP CAMDEN COUNTY NORTH CAROLINA

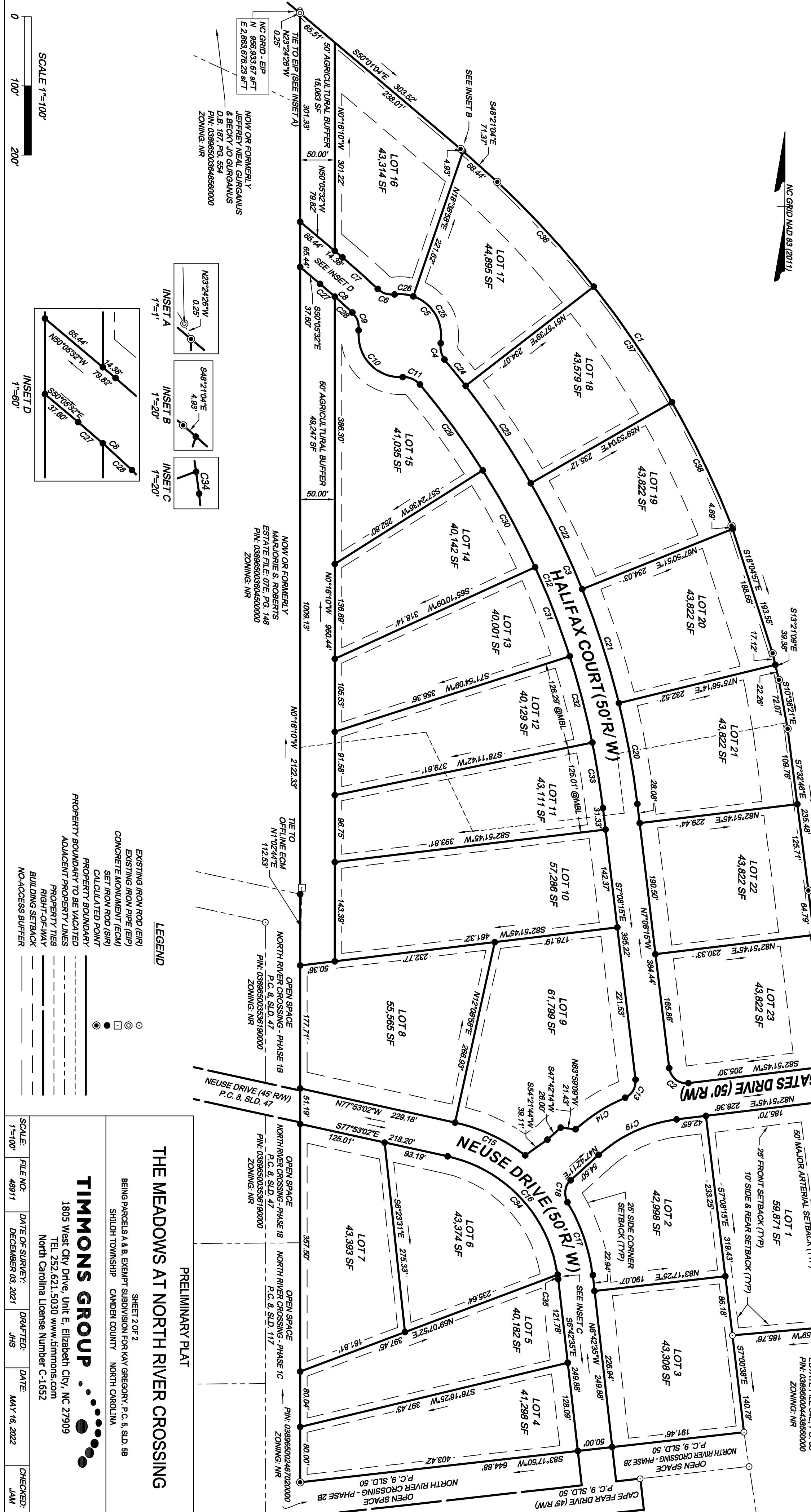
TIMMONS GROUP
1805 West City Drive, Unit E, Elizabeth City, NC 27909
TEL 252.621.5030 www.timmons.com
North Carolina License Number C-1652

| | | | | | |
|----------------|----------------|-----------------------------------|--------------|--------------------|--------------|
| SCALE: 1"=100' | FILE NO: 48911 | DATE OF SURVEY: DECEMBER 03, 2021 | DRAFTED: JHS | DATE: MAY 16, 2022 | CHECKED: JAM |
|----------------|----------------|-----------------------------------|--------------|--------------------|--------------|

S:\109\48911 - The Meadows at North River Crossing - Camden, NCDWG\48911 pplat.dwg | Plotted on 6/10/2022 3:43 PM | by John Sawyer

| CURVE | RADIUS | LENGTH | TANGENT | DELTA | CHORD BEARING | CHORD |
|-------|----------|---------|---------|------------|---------------|---------|
| C1 | 1370.64' | 865.77' | 307.91' | 25°19'21" | S34°32'17"E | 800.85' |
| C2 | 25.00' | 39.27' | 25.00' | 90°00'00" | N52°09'15"W | 35.96' |
| C3 | 1225.00' | 708.48' | 365.00' | 33°11'02" | N23°43'46"W | 699.61' |
| C4 | 30.22' | 25.17' | 13.37' | 47°43'35" | N12°54'13"W | 24.45' |
| C5 | 60.00' | 112.82' | 82.18' | 107°44'05" | N43°42'49"W | 96.82' |
| C6 | 30.00' | 28.54' | 14.21' | 50°41'08" | N2°14'41"W | 25.68' |
| C7 | 1225.00' | 68.34' | 34.18' | 3°11'48" | N48°29'39"W | 68.33' |
| C8 | 1175.00' | 62.35' | 31.18' | 3°02'25" | S48°34'19"E | 62.34' |
| C9 | 30.00' | 28.32' | 15.32' | 54°05'31" | S20°00'21"E | 27.28' |
| C10 | 60.00' | 106.00' | 73.07' | 101°13'06" | S43°34'09"E | 92.74' |
| C11 | 30.00' | 28.32' | 15.32' | 54°05'31" | S87°07'56"E | 27.28' |
| C12 | 1175.00' | 673.70' | 347.48' | 32°56'56" | S23°39'43"E | 666.43' |
| C13 | 25.00' | 32.31' | 18.86' | 74°03'01" | S29°53'16"W | 30.11' |
| C14 | 255.00' | 85.49' | 43.15' | 19°12'35" | S57°18'29"W | 85.09' |
| C15 | 255.00' | 112.60' | 57.23' | 25°18'02" | N65°14'01"W | 111.69' |
| C16 | 205.00' | 254.66' | 146.70' | 71°10'27" | N65°17'49"E | 238.60' |
| C17 | 255.00' | 112.60' | 57.23' | 25°18'02" | N19°21'39"W | 111.69' |
| C18 | 25.00' | 34.78' | 20.87' | 79°42'46" | N7°50'47"E | 32.04' |
| C19 | 205.00' | 125.80' | 64.95' | 35°09'34" | N65°16'59"E | 123.83' |

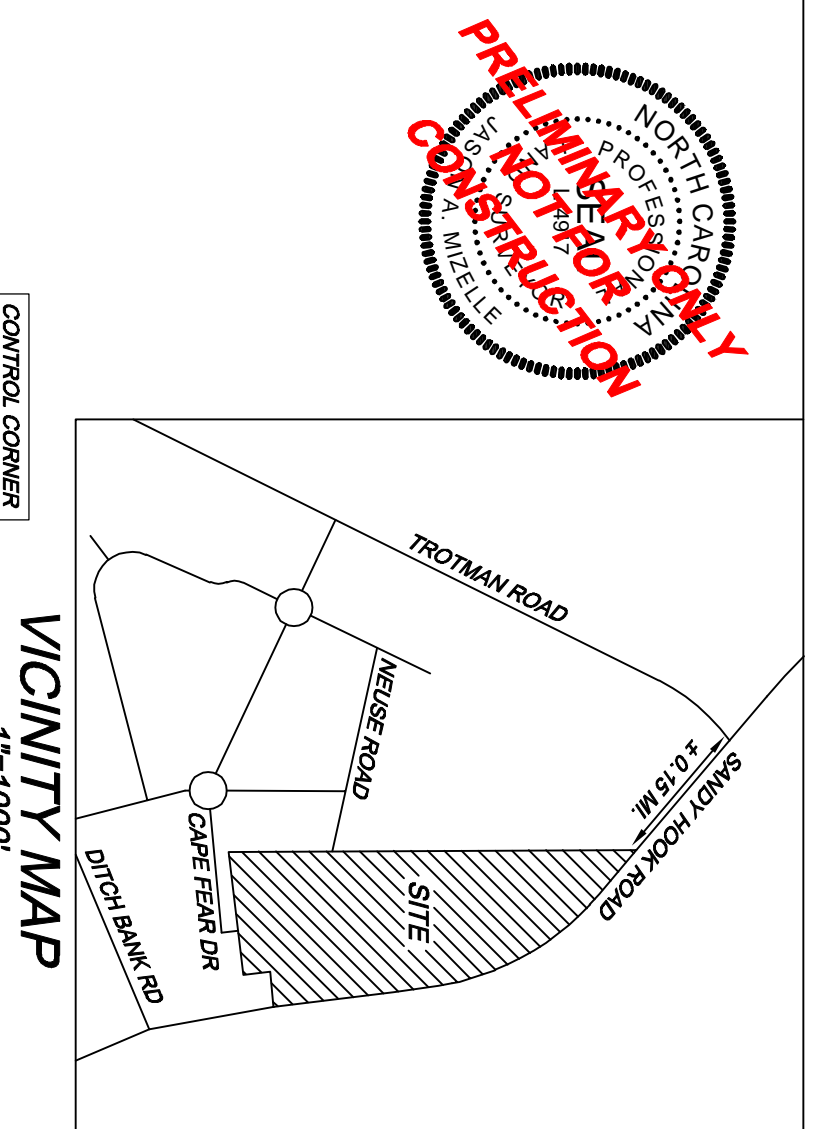
| CURVE | RADIUS | LENGTH | TANGENT | DELTA | CHORD BEARING | CHORD |
|-------|----------|---------|---------|-----------|---------------|---------|
| C20 | 1225.00' | 148.08' | 74.12' | 6°55'31" | N10°36'00"W | 147.97' |
| C21 | 1225.00' | 172.96' | 86.62' | 8°05'23" | N18°06'27"W | 172.82' |
| C22 | 1225.00' | 170.25' | 85.26' | 7°57'47" | N26°08'02"W | 170.12' |
| C23 | 1225.00' | 169.41' | 84.84' | 7°55'25" | N24°04'39"W | 169.28' |
| C24 | 1225.00' | 48.79' | 24.40' | 2°16'56" | N30°10'49"W | 48.79' |
| C25 | 60.00' | 85.35' | 51.70' | 81°30'15" | N30°35'54"W | 78.33' |
| C26 | 60.00' | 27.47' | 13.89' | 28°13'50" | N84°29'57"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' | 76.89' | 7°29'47" | S36°20'17"E | 153.62' |
| C30 | 1175.00' | 169.12' | 79.89' | 7°46'33" | S28°42'37"E | 159.00' |
| C31 | 1175.00' | 138.08' | 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 | 128.98' |
| C33 | 1175.00' | 95.72' | 47.89' | 4°40'03" | S9°28'16"E | 95.69' |
| C34 | 205.00' | 248.23' | 141.89' | 69°22'45" | S43°11'40"E | 233.34' |
| C35 | 205.00' | 6.42' | 3.21' | 1°47'42" | S7°36'28"E | 6.42' |
| C36 | 1370.64' | 205.88' | 103.13' | 8°38'20" | S42°53'47"E | 206.67' |
| C37 | 1370.64' | 201.88' | 101.12' | 8°28'20" | S34°22'27"E | 201.70' |
| C38 | 1370.64' | 198.03' | 99.19' | 8°16'40" | S26°00'57"E | 197.85' |



SANDY HOOK ROAD - SR 1107 (100' R/W)

GATES DRIVE (50' R/W)

NEUSE DRIVE (50' R/W)



THE MEADOWS AT NORTH RIVER CROSSING

PRELIMINARY PLAT

SHEET 2 OF 2

BEING PARCELS A & B, EXEMPT SUBDIVISION FOR KAY GREGORY, P.C. & SLD, 5B SHILOH TOWNSHIP, CAMDEN COUNTY, NORTH CAROLINA

TIMMONS GROUP

1805 West City Drive, Unit E, Elizabeth City, NC 27909
 TEL 252.621.5030 www.timmons.com
 North Carolina License Number C-1652

SCALE: 1"=100'

FILE NO: 48911

DATE OF SURVEY: DECEMBER 03, 2021

DRAFTED: JHS

DATE: MAY 16, 2022

CHECKED: JAM

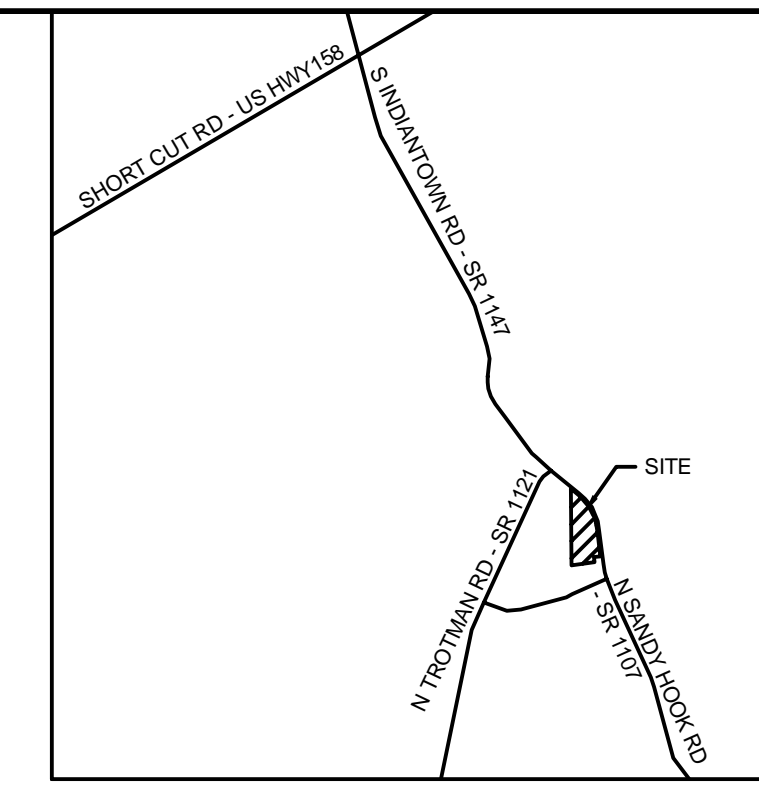
EXISTING IRON ROD (EIR)
 EXISTING IRON PIPE (EIP)
 CONCRETE MONUMENT (EOM)
 SET IRON ROD (SIR)
 CALCULATED POINT
 PROPERTY BOUNDARY
 ADJACENT PROPERTY LINES
 PROPERTY TIES
 RIGHT-OF-WAY
 BUILDING SETBACK
 NO-ACCESS BUFFER

- SITE DATA:
- OWNER INFORMATION:
WH CHESAPEAKE, LLC
JONATHAN WETHERINGTON
508 BAYLOR COURT, SUITE B-2
CHESAPEAKE, VA 23320
(757) 410-9655
 - SITE INFORMATION:
PIN: 038965003592760000 & 038965003681800000
D.B. 416, PG. 412
P.C. 9, PG. 50
ZONING: NR (NEIGHBORHOOD RESIDENTIAL)
EXISTING USE: VACANT
PROPOSED USE: SINGLE FAMILY RESIDENTIAL
PARCEL AREA: 28.57 AC
PROPOSED LOTS: 23
MINIMUM LOT SIZE: 40,000 SF
PROPOSED STREET: HALIFAX COURT, 50' R/W, 2,100 LF
 - PROPOSED COVERAGE:
ALLOWABLE BUA/LOT: 24% OF LOT AREA
RIGHT-OF-WAY: 60,504 SF
TOTAL: 251,785 SF
 - SUBDIVISION AREA SUMMARY:
LOTS: 24.08 AC
RIGHT-OF-WAY: 3.12 AC
AGRICULTURAL BUFFER: 1.37 AC
 - BUILDING SETBACKS:
FRONT: 25'
CORNER: 25'
SIDE: 10'
REAR: 10'
 - DRAINAGE & UTILITY EASEMENTS:
FRONT: 20'
SIDE: 10'
REAR: 10'
 - THIS SITE IS LOCATED IN FLOOD ZONE 'X' ACCORDING TO FLOOD MAP PANEL 3720896400L, DATED DECEMBER 21, 2018.
 - TOPOGRAPHIC SURVEY PERFORMED BY TIMMONS GROUP IN DECEMBER 2021.
 - THE DEVELOPER IS REQUIRED TO INSTALL ALL WATER LINES AND RELATED IMPROVEMENTS.

| CURVE TABLE | | | | | | |
|-------------|----------|---------|---------|------------|---------------|---------|
| CURVE | RADIUS | LENGTH | TANGENT | DELTA | CHORD BEARING | CHORD |
| C1 | 1370.64' | 605.77' | 307.91' | 25°19'21" | S34°32'17"E | 600.85' |
| C2 | 25.00' | 39.27' | 25.00' | 90°00'00" | N52°08'15"W | 35.36' |
| C3 | 1225.00' | 709.48' | 365.00' | 33°11'02" | N23°43'46"W | 699.61' |
| C4 | 30.22' | 25.17' | 13.37' | 47°43'35" | N12°54'13"W | 24.45' |
| C5 | 60.00' | 112.82' | 82.18' | 107°44'05" | N43°42'40"W | 96.92' |
| C6 | 30.00' | 26.54' | 14.21' | 50°41'08" | N72°14'18"W | 25.68' |
| C7 | 1225.00' | 68.34' | 34.18' | 3°11'48" | N48°29'38"W | 68.33' |
| C8 | 1175.00' | 62.35' | 31.18' | 3°02'25" | S48°34'19"E | 62.34' |
| C9 | 30.00' | 28.32' | 15.32' | 54°05'31" | S20°00'21"E | 27.28' |
| C10 | 60.00' | 106.00' | 73.07' | 101°13'06" | S43°34'09"E | 92.74' |
| C11 | 30.00' | 28.32' | 15.32' | 54°05'31" | S67°07'56"E | 27.28' |
| C12 | 1175.00' | 675.70' | 347.48' | 32°56'56" | S23°36'43"E | 666.43' |
| C13 | 25.00' | 32.31' | 18.86' | 74°03'01" | S29°53'16"W | 30.11' |
| C14 | 255.00' | 85.48' | 43.15' | 18°12'35" | S57°18'29"W | 85.09' |
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| C16 | 205.00' | 264.66' | 146.70' | 71°10'27" | S42°17'49"E | 238.60' |
| C17 | 255.00' | 112.60' | 57.23' | 25°18'02" | N19°21'36"W | 111.69' |
| C18 | 25.00' | 34.78' | 20.87' | 79°42'48" | N7°50'47"E | 32.04' |
| C19 | 205.00' | 125.80' | 64.95' | 35°09'34" | N65°16'58"E | 123.83' |

| 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" | N16°06'27"W | 172.82' |
| C22 | 1225.00' | 170.25' | 85.26' | 7°57'47" | N26°08'02"W | 170.12' |
| C23 | 1225.00' | 169.41' | 84.84' | 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" | N30°35'54"W | 78.33' |
| C26 | 60.00' | 27.47' | 13.98' | 26°13'50" | N84°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' | 76.98' | 7°29'47" | S36°20'17"E | 153.62' |
| C30 | 1175.00' | 159.12' | 79.68' | 7°45'33" | S28°42'37"E | 159.00' |
| C31 | 1175.00' | 138.08' | 69.12' | 6°44'00" | S21°27'51"E | 138.00' |
| C32 | 1175.00' | 128.04' | 64.59' | 6°17'33" | S14°57'04"E | 128.98' |
| C33 | 1175.00' | 95.72' | 47.89' | 4°40'03" | S9°28'16"E | 95.69' |
| C34 | 205.00' | 248.23' | 141.89' | 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' | 205.88' | 103.13' | 8°36'20" | S42°53'47"E | 205.67' |
| C37 | 1370.64' | 201.88' | 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' |

NGCRID NAD 83 (2011)



VICINITY MAP
NO SCALE

PROGRESS PRINT
JUL 05, 2022
NOT FOR
CONSTRUCTION

THIS DRAWING PREPARED AT THE
TIMMONS GROUP
1805 West City Drive, Suite E | Elizabeth City, NC 27909
TEL 252.621.3930 FAX 252.392.8974 www.timmons.com

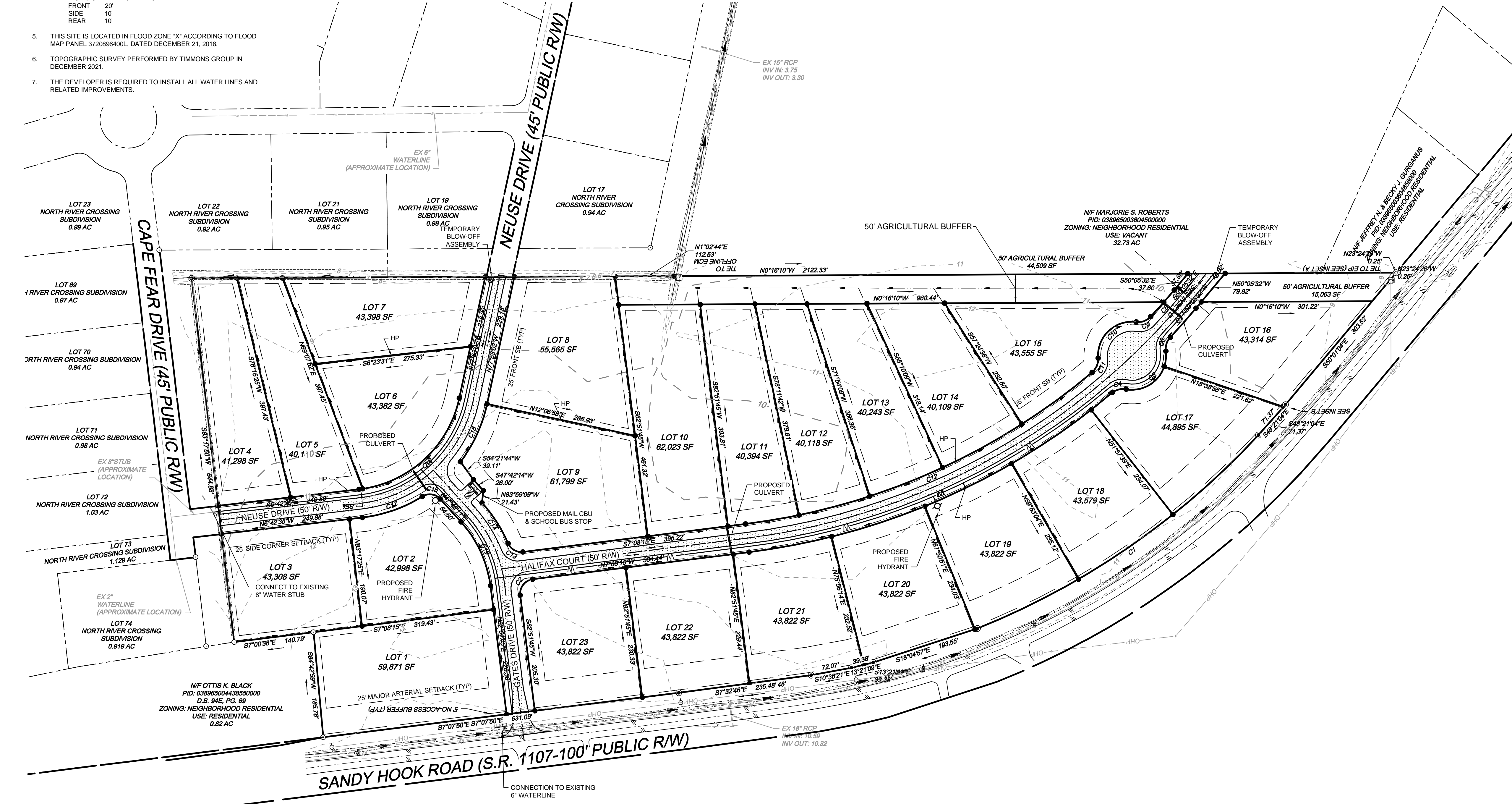
YOUR VISION ACHIEVED THROUGH OURS.

DATE: 03/15/22
DRAWN BY: JBF
DESIGNED BY: JAM
CHECKED BY: JAM
SCALE: 1" = 100'

TIMMONS GROUP

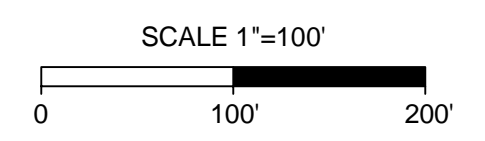
NORTH CAROLINA LICENSE NO. C-1652
THE MEADOWS AT NORTH RIVER CROSSING
SHILOH TNSP. - CAMDEN COUNTY - NORTH CAROLINA
SITE PLAN

JOB NO. 48911
SHEET NO. C2.0



LEGEND

- BENCHMARK
- IRON ROD FOUND (IRF)
- CALCULATED POINT
- EX. SIGNMARKER
- EX. UTILITY POLE
- EX. GUY ANCHOR
- EX. TELEPHONE PEDESTAL
- EX. FIRE HYDRANT
- PROP. WATER METER
- PROP. WATER VALVE
- PROP. FIRE HYDRANT
- PROPERTY BOUNDARY
- RIGHT OF WAY
- ADJACENT PROPERTY BOUNDARY
- PROPOSED LOT LINE
- BUILDING SETBACK
- EX. EDGE OF PAVEMENT
- EX. EDGE OF GRAVEL
- EX. OVERHEAD POWER
- EX. CENTER OF DITCH
- EX. TOP OF BANK
- PROP. CENTER OF DITCH
- PROP. TOP OF BANK
- PROP. TREELINE
- PROP. ROADWAY CENTERLINE
- PROP. STORM CULVERT
- PROP. WATERLINE
- PROP. PAVEMENT



**THE MEADOWS
AT NORTH RIVER CROSSING**

SHILOH TOWNSHIP, CAMDEN COUNTY, NORTH CAROLINA

PRELIMINARY DRAINAGE REPORT

MAY 16, 2022

PREPARED BY:



TIMMONS GROUP
YOUR VISION ACHIEVED THROUGH OURS.

1805 West City Drive, Unit E
Elizabeth City, NC 27909
252.621.5030
License No. C-1652
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.

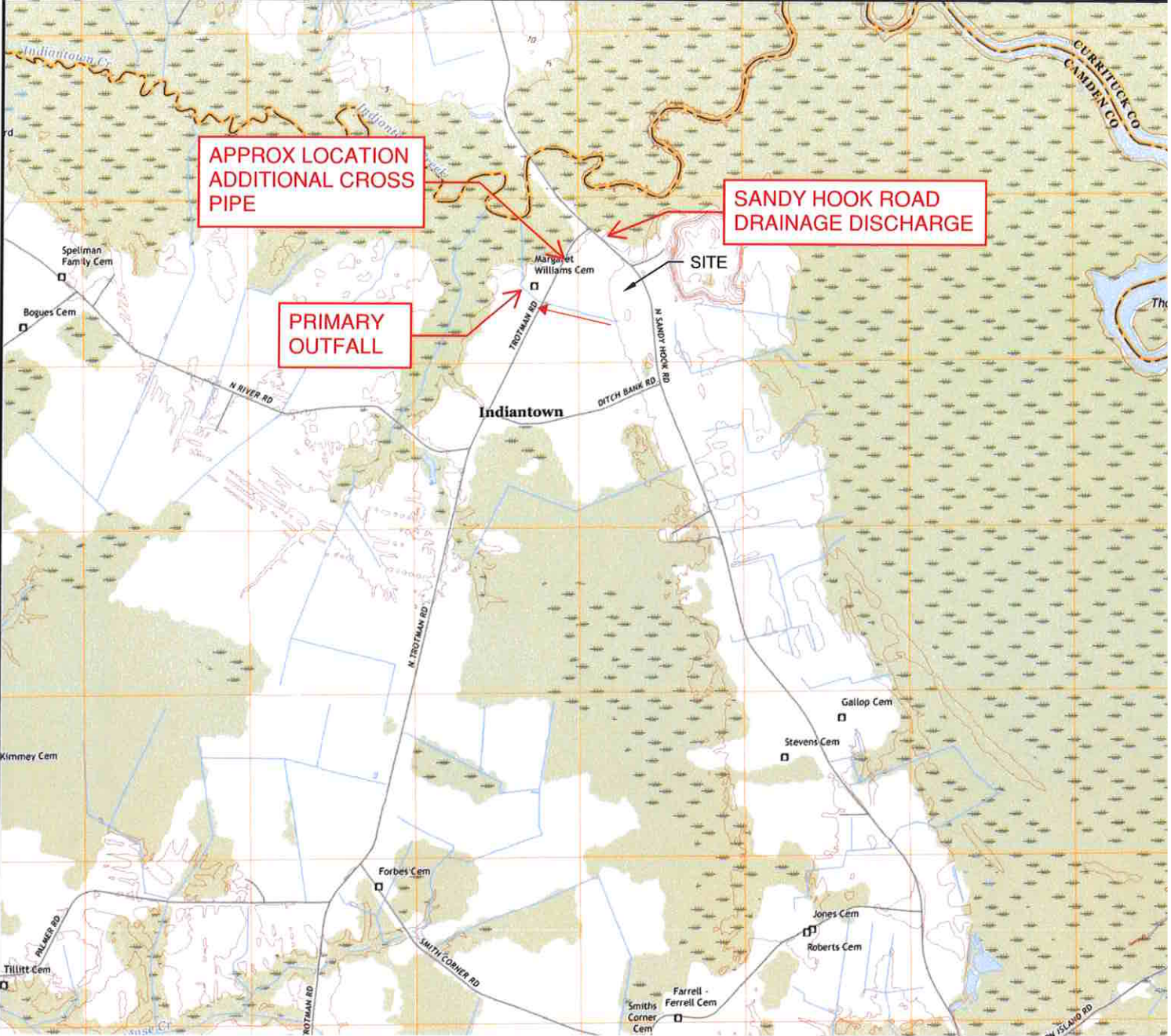
The drainage for this subdivision will be designed to direct most runoff toward the west and center of the property as the natural drainage occurs. Only the back edges of the lots along Sandy Hook Road will drain toward the roadside ditch to the east. Based on the sandy soils and some preliminary calculations, 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:\109148911 - 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

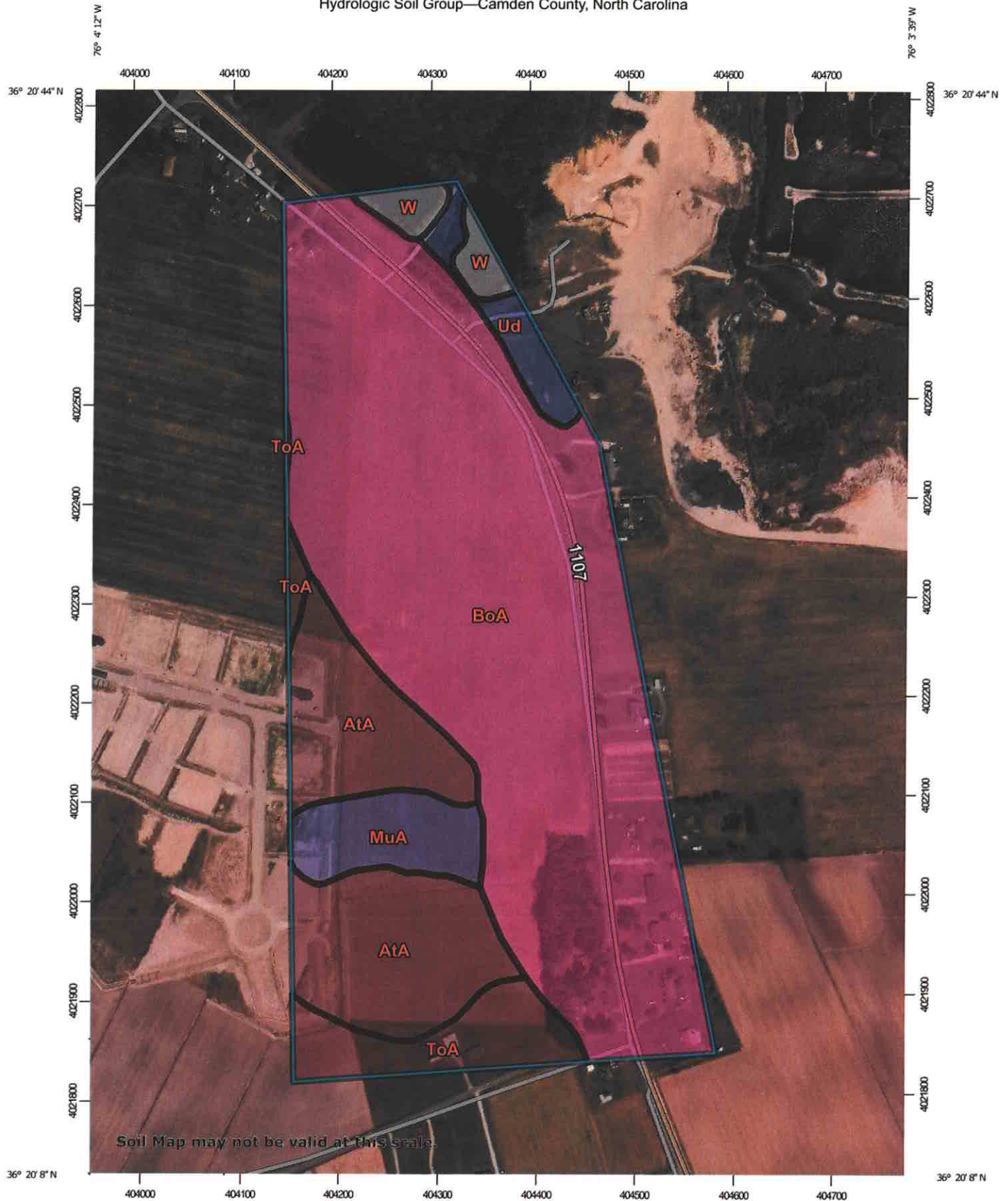
SHILOH, NC
2019



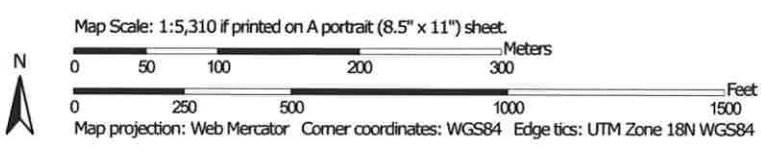
| | | | |
|--|------------------------------------|------------------|-----------------|
| THIS DRAWING PREPARED AT THE ELIZABETH CITY OFFICE 1805 West City Drive, Unit E Elizabeth City, NC 27909 TEL 252.621.5030 FAX 252.562.6974 www.timmons.com | YOUR VISION ACHIEVED THROUGH OURS. | SHILOH TOWNSHIP | CAMDEN COUNTY |
| | | Date: 05/16/2022 | Scale: 1"=3000' |
| | | Sheet 1 of 1 | J.N.: 48911 |
| | | Drawn by: BCD | Checked by: KDH |

Attachment: 6_Preliminary Drainage Report (Preliminary Plan Application - Meadows at North River Crossing Major Subdivision)

Hydrologic Soil Group—Camden County, North Carolina



































Soil Map may not be valid at this scale.



Attachment: 6_Preliminary Drainage Report (Preliminary Plan Application - Meadows at North River Crossing Major Subdivision)

MAP LEGEND

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

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% |
| Totals for Area of Interest | | | 73.8 | 100.0% |

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

6.D.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

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

ALBEMARLE REGIONAL HEALTH SERVICES

6.D.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

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

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

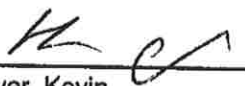
To obtain an Authorization to Construct:

- * 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.

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Gates (252) 357-1380 Pasquotank (252) 338-4490 Perquimans (252) 426-2100

ALBEMARLE REGIONAL HEALTH SERVICES

6.D.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

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

ALBEMARLE REGIONAL HEALTH SERVICES

6.D.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

ALBEMARLE REGIONAL HEALTH SERVICES

6.D.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

ALBEMARLE REGIONAL HEALTH SERVICES

6.D.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

ALBEMARLE REGIONAL HEALTH SERVICES

6.D.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, 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

6.D.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

ALBEMARLE REGIONAL HEALTH SERVICES

6.D.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

ALBEMARLE REGIONAL HEALTH SERVICES

6.D.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

ALBEMARLE REGIONAL HEALTH SERVICES

6.D.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

ALBEMARLE REGIONAL HEALTH SERVICES

6.D.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):

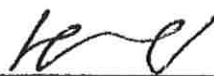
To obtain an Authorization to Construct:

- * 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

ALBEMARLE REGIONAL HEALTH SERVICES

6.D.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

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 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

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

ALBEMARLE REGIONAL HEALTH SERVICES

3687 6.D.i

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

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

ALBEMARLE REGIONAL HEALTH SERVICES

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):

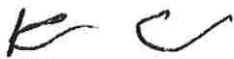
To obtain an Authorization to Construct:

- * 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

ALBEMARLE REGIONAL HEALTH SERVICES

6.D.i

368707

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

ALBEMARLE REGIONAL HEALTH SERVICES

6.D.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

ALBEMARLE REGIONAL HEALTH SERVICES

6.D.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

ALBEMARLE REGIONAL HEALTH SERVICES

6.D.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

ALBEMARLE REGIONAL HEALTH SERVICES

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

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 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

6.D.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):

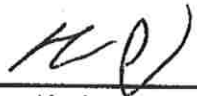
To obtain an Authorization to Construct:

- * 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

ALBEMARLE REGIONAL HEALTH SERVICES

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

COMMISSIONERS

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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 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

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



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

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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 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

Amber Curling
Camden County Planning Department

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



ADMINISTRATIVE

ERIN BURKE
County Manager

KAREN M. DAVIS
Clerk to the Board

JOHN S. MORRIS
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 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: 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

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 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

Amber Curling
Camden County Planning Department



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Board of Commissioners AGENDA ITEM SUMMARY SHEET

New Business

Item Number: 6.E
Meeting Date: November 07, 2022

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

Item Title **Lobbyist Discussion**

Attachments: 11-01-22 Lobbyist Discussion (DOCX)

County Manager memorandum attached.



MEMORANDUM

To: Chair Munro & Commissioners
From: Erin Burke, County Manager
Date: November 1, 2022
RE: Lobbyist Discussion

BACKGROUND

At the August 31, 2022 Work Session of the Board of Commissioners, the Board discussed engaging the lobbying services of Mr. Bob Steinberg beginning in February 2023. The Board indicated there was interest but they would prefer a one-year contract to see if there would be a benefit to the County before committing to the full two years.

Following the August 31, 2022 Board of Commissioner's Work Session, the Mr. Steinberg indicated he was not considering one-year contracts. The work of the General Assembly is conducted over a long and short session. A one-year contract would not allow Mr. Steinberg to be as effective as a two-year contract.

NEXT STEPS

The Board will need to determine if they would be interested in pursuing a two-year contract for services with Mr. Bob Steinberg.



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Board of Commissioners AGENDA ITEM SUMMARY SHEET

New Business

Item Number: 6.F
Meeting Date: November 07, 2022

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

Item Title **Request for Qualifications**

Attachments: 11-01-22 RFQ (DOCX)
Admin Complex RFQ 10-28-22 (DOCX)

County Manager memorandum and supporting documentation attached.



MEMORANDUM

To: Chair Munro & Commissioners
From: Erin Burke, County Manager
Date: November 1, 2022
RE: Lobbyist Discussion

BACKGROUND

At the August 31, 2022 Work Session of the Board of Commissioners, the Board discussed the advertising of a Request for Qualifications (RFQ) for the Administration Building and Senior Center/Parks and Recreation facility. Staff discussed the need to proceed, as this is the first step in the process towards construction. The timeline for the RFQ is approximately three months. After the award, the timeline for design and construction would likely be about two years. The Board discussed potentially doing the project in phases. The RFQ now reflects this possibility.

NEXT STEPS

The Board will need to approve the draft RFQ for publishing.



REQUEST FOR QUALIFICATIONS

Professional Services – Architectural & Engineering Services
Project – Administration Building & Community Center

Introduction

Camden County is requesting qualified professional architectural firms to submit a statement of qualifications to provide architectural services for the completion of the Administration Complex to include two new buildings, an Administration Building and Community Center in Camden County, North Carolina. The project will include the design of two new facilities on a pre-designated site with a recently constructed facility containing a library, community room, and board meeting room. The site sits across from the historic Camden County Courthouse, constructed in 1847.

Background

Camden County's administrative services are currently decentralized and spread across three campuses: the Courthouse Complex, the 158 Administrative Offices, and the new Administration Complex campus. Some of the structures currently in use on the Courthouse Campus have or are reaching the end of their service life. The distance between the campuses does not allow for ease of interaction among departments and causes the public to travel between buildings for services. The County desires to have a one-stop-shop to serve the public.

In addition to the needs for administrative space, there is also significant interest for providing recreational and public meeting space which will host youth and adult programming.

A successful project will require a design firm that can make a connection between the historic architectural qualities of public buildings within the adjacent Courthouse Complex while using technological advances for energy and water conservation. The successful design team will need to integrate the impacts on staff and other operational resources into the plan to minimize not only construction costs, but also operating and maintenance costs.

Project Summary

Camden County is seeking qualifications from professional firms to provide architectural and engineering services for the construction of the new Camden County Public Services Complex. The project site is located in the 100 block of North Carolina Highway 343 N. Camden, NC 27921 and is situated on approximately 7.69 acres.

The site is bordered on the north by a vacant 61-acre private development site with 350 feet frontage on NC 343; and on the southeast by a vacant 51-acre private development site with 1750 feet frontage on US 158.

The Administration Building is estimated to not exceed 20,000 gross square feet consisting of two floors. Operational functions within the new public services building will include: Planning & Zoning;

Tax Collection; Utility Billing; Elections; Finance; Human Resources; Economic Development; and the County Manager's office.

The Community Center Building will consist of approximately 14,000 gross square feet and accommodate recreational facilities including a basketball court, bleachers, elevated stage, offices for Parks and Recreation staff, Restrooms, and Community Meeting Rooms. This facility will also house the Active Adults Center with a joint use Kitchen, Large Meeting Room, Exercise Room and offices for Active Adults Center staff.

Camden County will use the Construction Management at Risk construction delivery method for this project. As such, the selected architectural/engineering firm will be required to work directly with the County's Construction Manager at Risk through the completion of the terms of the architectural and engineering services agreement. The project may be completed in phases.

Request

The intent for this Request for Qualifications (RFQ) is to have professional architectural firms under consideration specifically address the services required and provide the County, as project owner, with a well-considered response for those services. It is anticipated that an initial base contract will be negotiated with the successful firm on the basis of demonstrated competence and qualifications for the type of professional services required. The contract will be with the lead design firm. The owner is looking for a "turnkey" approach, where the architectural firm will provide the following services (not listed in order of preference):

1. Describe the process by which you will inventory and document existing space.
2. Describe the process by which you will develop alternative schematic designs for a typical project.
3. Describe your approach to project design that will assure the functional, aesthetic and quality requirements are satisfactorily addressed for new construction.
4. Explain the management tools, techniques and procedures your team uses to maintain the programming, planning, and design phase schedule.
5. Explain your team's procedures for documenting quality control and coordination of the various disciplines of work in preparing construction documents.
6. Explain the design team's use of whole building energy analysis (including life cycle cost analyses) to assure the building is energy efficient.
7. Describe your team's approach to maintenance considerations in the design process.
8. Explain how your team will control project cost to assure the project budget is not exceeded.
9. Describe in detail steps which will be taken by your team to guard the Owner against defects and deficiencies in the work of the contractors during the construction phase.
10. Explain how your team manages the process of reviewing subcontractor submittals, clarification requests, issuances of bulletin drawings, reviews of contractors' cost proposals, review and

justification of change orders, payment requests, final inspections and assembly of the project close-out documents.

11. Explain how your firm ensures compliance with the Americans with Disabilities Act (ADA). Provide examples.

12. Describe in detail the process you will follow from schematic approval through approval of final design.

13. Explain why you believe your team is the most qualified firm to provide the requested services for this Project.

Consultant Qualifications

The selected architectural and engineering firm's assigned project staff must be experienced in all phases of the planning, design and construction of similar public facilities; have extensive knowledge of the regulations governing the design, construction and operation of such facilities in the State of North Carolina; familiarity with LEED energy efficiency principles; and have a proven capability to effectively and efficiently produce a facility consistent with and meeting the needs and goals outlined by Camden County.

Proposal Submission Requirements

Submittals shall be on 8 1/2" x 11" paper, side bound with Table of Contents and reference tabs for key sections. Complete response to each of the following categories is required.

Organization of Design Team

1. Letter of Interest identifying all firms proposed for the design team, including the organizational and contractual relationship between the principal and associate firms. Provide resumes of all personnel who will be assigned to the Project. Provide specific information as to their experience on projects similar to this one. Describe the percentage workload commitment of assigned staff that the County can expect on these projects.
2. Provide a list of projects your firm currently has in progress and the status of each.
3. List the last three (3) public building projects you believe are indicative of what Camden County can expect for its County Public Services Building. List the project personnel, including consultants for those projects including the following:
 - Name of Project
 - Client Contact
 - Owner's Total Initial Budget
 - Total Project Cost
 - Number of Change Orders
 - Total Cost of Change Orders
 - Date of Bid
 - Scheduled Completion Date
 - Actual Completion Date
4. List professional consultants outside your firm you propose to provide services not available in your firm. Provide specific information documenting their work on similar projects.

5. Other relevant information which the design consultants believe demonstrates their qualifications for the project such as exceptional design features for public buildings designed by your firm.
6. Has your firm been involved with the Construction Management at Risk construction delivery method? List the number of projects and describe the experience. At what point (percentage) of the design phase would you recommend the Construction Manager become involved?

Selection Process & Criteria

Process

The design consultant will be selected in a fair and uniform manner based in part on appropriate qualifications, experience for this type of project and current workload.

The County Manager will appoint a Selection Committee comprised of county staff and others that may or may not be associated directly with the Project. Upon receipt of proposals from respondents, the Selection Committee members will review the proposals in detail and identify a "short list" of those firms that appear to be most qualified to provide services for the project. Separate presentations and interview sessions will then be scheduled with the "short-listed" firms to permit the Selection Committee to further evaluate each firm's qualifications and proposal.

Firms that make the "short list" will be expected to make a presentation to the panel that convey their ability to innovate and guide our community in delivering a comprehensive and coordinated village center. After interviews, the Selection Committee will make its selection and provide written recommendations to the County Manager for her approval. Following the County Manager's approval, contract terms, conditions and fees will be negotiated with the selected firm. In the event contract negotiations prove unsuccessful with the selected firm, the Selection Committee will select another firm with which to begin contract negotiations.

Criteria

The considerations below, with their weighted scores, will be utilized for evaluating the firms submitting Statements of Qualifications.

35% The firm's recent experience, knowledge, and familiarity in the design of similar historic-themed projects and the firm's demonstrated ability in incorporating the client's design preferences.

25% The successful experience of the staff to be assigned to this project to perform the type of work required within the budget established by Camden County and with minimal to no change orders attributable to the architect's lack of attention to detail.

15% The firm's ability to meet a time schedule established for the work.

15% The firm's financial ability to undertake the work and assure the liability as well as adequacy of an accounting system to identify costs chargeable to the project.

10% The firm must possess a high ethical and professional standing and must have performed satisfactorily on previous contracts with other local government clients, including a positive client relationship, commitment to the project budget and sufficient supervision of the construction project.

Total: 100%

Evaluation Criteria

The following criteria will be the basis on which firms will be selected for further consideration:

1. Specialized, appropriate expertise for this type of project.
2. Organizational chart and project team expertise.
3. Proposed design approach and innovative design solutions for projects of this type.
4. Project quality control plan including recent experience with cost control, change orders, and maintaining design and construction schedules.
5. Current workload of firm’s personnel.
6. Record of successfully completed projects without major legal or technical problems.
7. Capabilities and proven experience in extensive evaluation of facilities energy consumption and life cycle analyses during design of similar projects.
8. Compliance with proposal format requirements.
9. Experience working on projects utilizing Construction Management at Risk construction delivery method.
10. Proximity to and familiarity with the Camden County area.
11. Other factors that may be appropriate for the project.
12. Minority/Women Owned Business.

Timeline

The key activities and milestone dates for the selection process are listed below:

| Activity | Milestone Date |
|---|-----------------------|
| RFQ Published and Distributed | 11-09-22 |
| Deadline for Respondent Questions | 11-30-22 |
| Proposal Submission Deadline | 12-14-22 |
| Selection Committee meeting to determine short list | 01-04-23 |
| Selection Committee presentation/interviews | 01-18-23 |
| County Commissioner Approval | 02-06-23 |
| Firm Selection Notification | 02-07-23 |

Submission of Proposal Packages

Six (6) complete packages, including a digital copy, must be received at the following address by noon on December 14, 2022:

County Manager's Office
 County of Camden
 P.O. Box 190
 330 East Highway 158
 Camden, North Carolina 27921

General Comments

- A. Any cost incurred by respondents in preparing or submitting a proposal for the Project shall be the respondent's sole responsibility.
- B. All responses, inquiries or correspondence relating to this RFQ will become the property of Camden County when received.
- C. Respondents are requested to refrain from contact with the Pre-selection Committee members. Any questions regarding the RFQ should be submitted by email and directed to Camden County Attn: Erin Burke, County Manager, eburke@camdencountync.gov. Questions and responses will be posted on the county's web site where the RFQ is advertised. The deadline for all inquiries is noon on November 30, 2022. Camden County is an Equal Opportunity Employer.
- D. Camden County has sole discretion and reserves the right to reject any and all responses received with respect to this Request for Qualifications and to cancel the process at any time prior to entering into a formal agreement. The County reserves the right to request additional information or clarification of information provided in the response without changing the terms of the Request for Qualifications.

Confidentiality

In general, documents that are submitted as part of the response to this Request for Qualifications will become public records, and will be subject to public disclosure. North Carolina General Statutes Section 132-1.2 and 66-152 provide a method for protecting some documents from public disclosure. If the architectural/engineering consultant firm follows the procedures prescribed by those statutes and designates a document "confidential" or "trade secret", the County will withhold the document from public disclosure to the extent that it is entitled or required to do so by applicable law.



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Board of Commissioners
AGENDA ITEM SUMMARY SHEET

New Business

Item Number: 6.G
Meeting Date: November 07, 2022

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

Item Title **Resolution 2022-11-01 Supporting Operation Green Light for Veterans**

Attachments: Resolution 2022-11-01 Operation Green Light for
Veterans (DOCX)

Summary:

In support of military veterans statewide and across the country this Veterans Day, the National Association of County Commissioners joins the National Association of Counties and the National Association of County Veteran Service Officers in inviting North Carolina counties to join Operation Green Light. This initiative shows support for veterans by lighting county buildings and infrastructure green from November 7th to November 13th. By shining a green light, county governments and our residents will let veterans know that they are seen, appreciated and supported.

Recommendation:

Adoption of Resolution.



Resolution 2022-11-01

**Resolution of the Camden County Board of Commissioners
Supporting Operation Green Light for Veterans**

WHEREAS, the residents of Camden County have great respect, admiration, and the utmost gratitude for all of the men and women who have selflessly served our country and this community in the Armed Forces; and

WHEREAS, the contributions and sacrifices of the men and women who served in the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by our citizens; and

WHEREAS, Camden County seeks to honor these individuals who have paid the high price for freedom by placing themselves in harm's way for the good of all; and

WHEREAS, veterans continue to serve our community in the American Legion, Veterans of Foreign Wars, religious groups, civil service, and by functioning as County Veteran Service Officers in 29 states to help fellow former service members access more than \$52 billion in federal health, disability and compensation benefits each year; and

WHEREAS, approximately 200,000 service members transition to civilian communities annually and an estimated 20 percent increase of service members will transition to civilian life in the near future; and

WHEREAS, studies indicate that 44-72 percent of service members experience high levels of stress during transition from military to civilian life; and

WHEREAS, Active Military Service Members transitioning from military service are at a high risk for suicide during their first year after military service; and

WHEREAS, the National Association of Counties encourages all counties, parishes and boroughs to recognize *Operation Green Light for Veterans*; and

WHEREAS, Camden County appreciates the sacrifices of our United State Military Personnel and believes specific recognition should be granted.

THEREFORE BE IT RESOLVED, with designation as a *Green Light for Veterans* county, Camden County hereby declares upon adoption of this Resolution through Veterans Day, November 11, 2022 a time to salute and honor the service and sacrifice of our men and women in uniform transitioning from Active Service; and

THEREFORE BE IT FURTHER RESOLVED, that in observance of *Operation Green Light*, Camden County encourages its citizens in patriotic tradition to recognize the importance of honoring all those who made immeasurable sacrifices to preserve freedom by displaying a green light in a window of their place of business or residence.

Adopted this, the 7th day of November 2022.

ATTEST:

Ross B. Munro, Chairman
Camden County Board of Commissioners

Karen M. Davis
Clerk to the Board of Commissioners



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Board of Commissioners
AGENDA ITEM SUMMARY SHEET

New Business

Item Number: 6.H
Meeting Date: November 07, 2022

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

Item Title **Proclamation - National Crash Responder Safety Week**

Attachments: Proclamation_National Crash Responder Safety Week
2022 (DOCX)

Summary:

National Crash Responder Safety Week is November 14-18, 2022. Sponsored by the U.S. Department of Transportation's Federal Highway Administration, this initiative is designed to raise public awareness and help keep roadway responders and the public safe around traffic accidents. Nearly every week, a responder is killed while helping to clear a roadway accident. The attached Proclamation acknowledges and proclaims November 14-18, 2022 National Crash Responder Safety Week in Camden County.

Recommendation:

Adoption of Proclamation.



PROCLAMATION

NATIONAL CRASH RESPONDER SAFETY WEEK 2022

WHEREAS, the State of North Carolina is committed to efficient traffic incident response and management, which reduces the duration and impacts of traffic crashes and improves the safety of motorists, crash victims, and emergency responders; and

WHEREAS, National Crash Responder Safety Week provides an opportunity for the North Carolina Department of Transportation, North Carolina State Police, North Carolina Office of Emergency Medical Services, and emergency responders to share coordinated information regarding traffic incident management and education efforts; and

WHEREAS, emergency responders are working at or near traffic crashes tirelessly, often within inches of motorists traveling at highway speeds; and

WHEREAS, the County of Camden supports the promotion of safer crash scenes that protect all emergency responders, including state and local law enforcement, career and volunteer fire and rescue services, transportation agencies, local departments of public works, towing and recovery operators, state and local emergency management, hazmat material responders, medical examiners, and other state agency partners; and

WHEREAS, motorists are urged to reduce speed or move over and use caution when approaching crash scenes, and/or when they see flashing blue, red, and amber emergency vehicle lighting; and

WHEREAS, National Crash Responder Safety Week serves as a reminder of the critical importance of planned and coordinated efforts to detect, respond to, and clear traffic crashes so that traffic flow may be restored as safely and quickly as possible; and

NOW, THEREFORE, we do hereby acknowledge and proclaim November 14-18, 2022 as **NATIONAL CRASH RESPONDER SAFETY WEEK** in the County of Camden and call this observance to the attention of all our citizens.

Proclaimed this, the 7th day of November 2022.

ATTEST:

Ross B. Munro, Chairman
Camden County Board of Commissioners

Karen M. Davis
Clerk to the Board of Commissioners



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Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Board Appointments

Item Number: 7.A

Meeting Date: November 07, 2022

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

Item Title **Senior Advisory Board**

Attachments:

Summary:

It is the request of staff that Enoch Ludford III be appointed to the Senior Advisory Board to fill the unexpired term of Paula Ledbetter.

Recommendation:

Approval.



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Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Board Appointments

Item Number: 7.B
Meeting Date: November 07, 2022
Submitted By: Kim Perry,
Library
Prepared by: Karen Davis

Item Title **East Albemarle Regional Library Board**

Attachments:

Summary:

It is the request of the East Albemarle Regional Library Board that Nona Smith be reappointed for an additional term.

Recommendation:

Approval.



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Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Board Appointments

Item Number: 7.C
Meeting Date: November 07, 2022
Submitted By: Kevin Jones,
Sheriff
Prepared by: Karen Davis

Item Title **Potentially Dangerous Dog Appeals Board**

Attachments:

Summary:

It is the request of Sheriff Jones that Kiera Clark be appointed to the Potentially Dangerous Dog Appeals Board.



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Board of Commissioners AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 8.A
Meeting Date: November 07, 2022

Submitted By: Karen Davis, Clerk to the Board
 Board of Commissioners
 Prepared by: Karen Davis

Item Title **BOC Meeting Minutes**

Attachments: bocminutes_100322 (DOCX)
 bocminutes_101722 (DOCX)

Camden County Board of Commissioners
October 3, 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 October 3, 2022 in the boardroom of the Camden Public Library in Camden, North Carolina.

CALL TO ORDER

The meeting was called to order by Vice Chair Tiffney White at 7:00 PM. Also Present: Commissioners Tom White, Clayton Riggs and Randy Krainiak. Absent: Chairman Ross Munro. Administration Staff Present: County Manager Erin Burke, County Attorney John Morrison and Clerk to the Board Karen Davis.

INVOCATION & PLEDGE OF ALLEGIANCE

Pastor Bill Blake gave the invocation and the Board led in the Pledge of Allegiance.

ITEM 1. CONSIDERATION OF AGENDA

The agenda was amended to remove Item 4.A. – Zoning Map Amendment for 242 Keeter Barn Road in that the request was withdrawn by the applicant.

Motion to approve the agenda as amended.

| | |
|----------------|---|
| RESULT: | PASSED [4-0] |
| MOVER: | Tom White |
| AYES: | Tom White, Clayton Riggs, Tiffney White, Randy Krainiak |
| ABSENT: | Ross Munro |

ITEM 2. CONFLICT OF INTEREST DISCLOSURE STATEMENT

Clerk to the Board Karen Davis read the Conflict of Interest Disclosure Statement.

ITEM 3. PUBLIC COMMENTS

Jason Banks of Shiloh addressed the Board and presented the following:

Attachment: bocminutes_100322 (BOC Meeting Minutes)

Good Evening Board of Commissioners

I have printed and will present to you a legal opinion from David Owens of the UNC School of Government.

Your constituents have asked numerous times to change the LUDO to prevent overburdening of our county infrastructure. Also to maintain the small rural community many of us have grown up in, or have grown to love since becoming a citizen.

We have been told multiple times changing the LUDO cannot be done, or it's a process. We understand it is a process, but what I don't understand is why this board continues to kick the can down the road. Stop kicking and start the process. *just a simple letter.*

Allow me to read the Legislative summary from the provided Legal Opinion.

I sincerely hope we are finally on the horizon of seeing a new High School Project come to fruition, but with your current growth plan allowed by the UDO, we will quickly eat up the added capacity.

A Moratorium would at the very least get us a little closer to a time when we actually have that capacity. Reason #1 for a moratorium. *Change the UDO will allow slower growth of our schools long into the future.*

Reason #2: The County and SMWA continue to struggle to come to an agreement. While you may be two separate entities, all those served by each are Camden residents. Give yourself some extra time to find a solution without adding to the problem.

Reason #3: Our Law enforcement, again the current growth strategy will continue to overburden this aspect of our infrastructure as well.

I feel like we have already missed a critical juncture in the fate of our county, but I do not think it is absolutely too late. We all know Camden will continue to grow, but without large commercial revenue, please make it more manageable for your tax paying citizens.

Please do not delay and schedule a public hearing for a moratorium on new housing developments tonight.

Thank you

10/3/22, 4:43 PM Moratoria | UNC School of Government

Moratoria

David W. Owens
April, 2020
Legislative summary(ies)

Given the time needed to complete the procedures required for adoption or amendment of development regulations or to even rezone property, local governments sometimes adopt moratoria to preserve the status quo while plans are made, management strategies are devised and debated, ordinances are revised, or other development management concerns are addressed. Moratoria are also sometimes used when there are insufficient public services necessary to support development, such as inadequate water supply or wastewater treatment capacity.

Summary:
Given the time needed to complete the procedures required for adoption or amendment of development regulations or to even rezone property, local governments sometimes adopt moratoria on development to preserve the status quo while plans are made, management strategies are devised and debated, ordinances are revised, or other development-management concerns are addressed.¹¹ Moratoria are also sometimes used when there are insufficient public services necessary to support development, such as inadequate water supply or wastewater-treatment capacity.

Local governments and the courts have long recognized the planning value of temporary moratoria in certain circumstances. The U.S. Supreme Court noted, "[M]oratoria . . . are used widely among land-use planners to preserve the status quo while formulating a more permanent development strategy. In fact, the consensus of the planning community appears to be that moratoria . . . are an essential tool of successful development."¹² Even so, the impact of a moratorium on individual landowners can be significant for at least the duration of the moratorium. Thus it is not surprising that controversy and sometimes litigation follow a decision to apply a development moratorium.

Some states allow use of expedited procedures to adopt an interim zoning ordinance, sometimes referred to as "stopgap zoning." These interim ordinances typically allow existing land uses to be continued and similar uses established while more detailed and future-oriented ordinances are being prepared. This is not allowed in North Carolina. In this state, all zoning ordinances must be adopted in accordance with the procedures set by state law for zoning amendments.

Authority and Process to Adopt

In 2005 the General Assembly amended the zoning-enabling statutes to explicitly authorize use of development moratoria and set a number of rules regarding their use.¹³

<https://www.sog.unc.edu/resources/legal-summaries/moratoria> 15

10/3/22, 4:43 PM Moratoria | UNC School of Government

G.S. 160D-107 allows temporary development moratoria to be placed on any city's or county's development approval. This statute authorizes moratoria on "any development approval required by law." This includes all zoning permits, land-subdivision plans, building permits, sign permits, and any other approvals required prior to development.

Any confusion in the case law regarding which process is to be followed in adoption is clarified by these statutes, which provide that if there is an imminent threat to public health and safety, the moratorium may be adopted without notice or hearing. Otherwise, a moratorium with a duration of sixty days or less requires a single public hearing with a notice published not less than seven days in advance of the hearing; a moratorium with a duration of more than sixty days (and any extension of a moratorium so that the total duration is more than sixty days) requires a public hearing with the same two published notices required for other land use regulations. The initial notice of the hearing must be published at least ten but not more than twenty-five days prior to the day of the hearing, and the second notice must be published in a separate calendar week.

The moratorium must be adopted as an ordinance by the city or county. The ordinance establishing it must expressly include the following four items:

1. a clear statement of the problems or conditions necessitating the moratorium, what courses of action other than a moratorium were considered by the city or county, and why those alternatives were not deemed adequate; *Problems of snow - can't be worked on that segment.*
2. a clear statement of the development approvals subject to the moratorium and how a moratorium on those approvals will address the problems that led to its imposition;
3. an express date for termination of the moratorium and a statement setting forth why that duration is reasonably necessary to address the problems that led to its imposition; and
4. a clear statement of the actions, and the schedule for those actions, proposed to be taken by the city or county during the moratorium to address the problems that led to its imposition.

The statutes contain several exemptions from the coverage of moratoria and limits on their use. The most significant of these is that the "permit choice" rule applies if a completed application for the development was submitted prior to the effective date of the moratorium.¹⁴ In these instances, action of the application is suspended while the moratorium is in effect, but when permit processing resumes, the applicant has the option of having the proposed project considered under the rules in effect at the time of the application or at the time of the permit decision. A moratorium may not be applied to residential land uses if the purpose of the moratorium is to preserve the status quo while plans or ordinances are developed or updated.¹⁵ Absent an imminent threat to public health and safety, moratoria may not be applied to projects with legally established vested rights—those with a valid outstanding building permit, an outstanding approved site-specific vesting plan, or substantial expenditures that have been made in good-faith reliance on a prior valid administrative or quasi-judicial permit or approval. Moratoria do not apply to certain projects for which complete applications have been accepted by the city or county prior to the call for a public hearing¹⁶ to adopt the moratorium. These include special use permits and preliminary or final plats. If a preliminary plat application is subsequently approved while a moratorium is in effect, that project can also proceed to final plat approval. Moratoria may not be applied to colocation of small wireless facilities.¹⁷

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Renewal or extensions of moratoria are also limited by this statute. Extensions are prohibited unless the city or county has taken all reasonable and feasible steps to address the problems or conditions that led to imposition of the moratorium. An ordinance extending a moratorium must explicitly address this point, in addition to the four points noted above, and set forth any new facts or conditions warranting the extension.

Finally, the statute provides for expedited judicial review of moratoria. Any person aggrieved by the imposition of a moratorium may petition the court for an order enjoining its enforcement. These actions are to be set for immediate hearing and are to be given priority scheduling by both trial and appellate courts. The burden is on the city or county in these challenges to show compliance with the procedural requirements of the statute regarding moratoria adoption.

Constitutional Limitations on Moratoria

Opponents of development moratoria have argued that a regulation that even temporarily precludes the possibility of development approvals constitutes an unconstitutional taking of private property without compensation.

The U.S. Supreme Court has held that a temporary moratorium on development approvals is not in and of itself an unconstitutional taking. *Tahoe-Sierra Preservation Council, Inc. v. Tahoe Regional Planning Agency*¹⁸ involved development moratoria imposed on sensitive lands adjacent to Lake Tahoe while studies, planning, and development regulations were being prepared. There were two moratoria challenged in this suit, which together prevented development in the most-sensitive portions of the Lake Tahoe watershed for thirty-two months. (Other moratoria not involved in this litigation effectively extended these moratoria to six years.) The plaintiff urged the Court to hold that all moratoria, no matter how short or long, violated the constitutional prohibition on taking private property without just compensation on the rationale that no economically productive use of their property could be made during the moratorium. The Court refused to accept this reasoning. The Court held that the balancing test enumerated in *Penn Central Transportation Co. v. City of New York*¹⁹ should be applied in virtually all cases contending that a regulation is a taking. The Court ruled that the examination of the economic impact of the moratorium could not be applied to the period of the moratorium alone, further limiting the attempt of property owners to segment property interests when making a taking analysis.²⁰ Consideration of "fairness and justice" is critical, and in *Tahoe-Sierra* a careful analysis of all the factors involved led to a conclusion that there was no taking. The Court noted that temporary moratoria allowed time for necessary studies, public participation, and deliberation, and that the complexity of the management issues involved with developing a complex bi-state management plan justified the moratorium at issue.²¹ While noting that moratoria lasting longer than a year might well warrant special skepticism, the Court concluded that the longer period was justified in this situation.

It is legally possible, though unusual, that a moratorium can constitute an unconstitutional taking. An indefinite moratorium can constitute a taking if it deprives the landowners of all economically beneficial use of the property,²² though it is only the extraordinary moratorium that will fall into this category. For example, in *Monks v. City of Rancho Palos Verdes*,²³ the city imposed a moratorium on construction of new homes in the vicinity of previous landslides in 1978. Plaintiffs owned lots that had been subject to the moratorium for thirty years. A California appellate court found that the moratorium removed all economically beneficial use of the property and that the facts did not support that these uses would be

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precluded by the state's common law of public nuisance, thus the moratorium constituted an unconstitutional taking. A moratorium imposed in order to depress or freeze property values pending potential public acquisition has been held to be an unconstitutional taking by a Florida court.¹⁴

While rare, other constitutional issues may arise with regard to moratoria. For example, First Amendment and parallel state constitutional rights might be implicated. In *City of Woodinville v. Northside United Church of Christ*,¹⁵ the city had adopted a moratorium on all temporary-use permits within its R-1 residential district. The defendant church had two years earlier sponsored a tent encampment in a city park for homeless persons (the program involved encampments which moved around the county, staying in individual locations for ninety-day periods). During this twelve-month moratorium, the church applied for a temporary-use permit to host the encampment on its property. The town denied the permit due to the moratorium. The Washington Supreme Court held that the moratorium placed a substantial burden on the church's religious freedom and thus violated the state's constitutional provision on free exercise of religion. The Sixth Circuit Court of Appeals in *Branco's Entertainment, Ltd. v. Charter Township of Van Buren*¹⁶ rejected a due-process and First Amendment-free-speech challenge to a six-month moratorium as applied to an adult business.

[1]. Use of temporary development moratoria is not uncommon in North Carolina. Nearly 20 percent of the state's cities and counties responding to a 2008 School of Government survey reported adoption of a moratorium in the previous three years. David Owens, Development Moratoria: The Law and Practice in North Carolina 8-9 (UNC School of Government, Special Series No. 26, 2009). The moratoria were most often of short duration (typically six months) and were normally focused on particular types of development. The most common reason cited for moratoria was the need to develop regulations for a particular land use, followed by needs to update plans and the lack of infrastructure to support development. *Id.* at 10-12.

[2]. *Tahoe-Sierra Pres. Council, Inc. v. Tahoe Reg'l Planning Agency*, 535 U.S. 302, 337-38 (2002). Moratoria "have been found to play an important role in municipal planning. They aid in 'bridging the gap between planning and its implementation into legal measures.' They may, as here, be used to preserve the status quo while study of the area and its needs is completed. This moratorium on land use serves a significant public purpose." *Schaefer v. City of New Orleans*, 743 F.2d 1086, 1090 (5th Cir. 1984) (upholding ten-and-one-half-month moratorium on permits for fast-food restaurants in a specified neighborhood while study conducted).

[3]. S.L. 2005-426, § 5(a), 5(b).

[4]. G.S. 160D-107(c). The permit-choice rule was applied to an application for an asphalt plant that was subject to a county moratorium in *Ashe County v. Ashe County Planning Board*, ___ N.C. App. ___, 829 S.E.2d 224 (2019).

[5]. This limit was added to the statutes in 2011 by S.L. 2011-286.

[6]. The statutes do not define what constitutes a "call for public hearing." It is likely the time at which the governing board authorizes staff to proceed with advertisement for the hearing or when the formal notice of hearing is otherwise initiated. Also note that the subsequently adopted permit-choice rule

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allows an applicant for any development approval to select the old or revised rules if the rules change after an application is submitted.

[7]. G.S. 160D-107(c).

[8]. 535 U.S. 302 (2002). See also *Wild River Estates, Inc. v. City of Fargo*, 2005 ND 193, 705 N.W.2d 850 (twenty-one-month moratorium on building permits in floodway pending adoption of flood-hazard map not a taking).

[9]. 438 U.S. 104, 123-24 (1978). With this test, the courts examine a challenged regulation on a case-by-case basis to consider the character of the governmental action and the economic impact on the landowner (with a particular focus on the distinct investment-backed expectations of the owner).

[10]. When undertaking a taking analysis, the property as a whole, not just the regulated portion or the time period of the regulation, must be considered. *Concrete Pipe & Prods. v. Constr. Laborers Pension Trust*, 508 U.S. 602 (1993); *Machipongo Land & Coal Co. v. Commonwealth*, 569 Pa. 3, 799 A.2d 751 (2002).

[11]. Most prior state-court decisions reached similar results.

[12]. This categorical "total taking" test for a regulatory taking is set forth in *Lucas v. South Carolina Coastal Council*, 505 U.S. 1003, 1027 (1992).

[13]. 167 Cal. App. 4th 263, 84 Cal. Rptr. 3d 75 (2008).

[14]. *Joint Ventures, Inc. v. Dep't of Transp.*, 563 So. 2d 622 (Fla. 1990). This case involved a reservation of land for future purchase. The state imposed a five-year moratorium (which could be extended an additional five years) on any development permits on a 6.5-acre tract that the Department of Transportation needed for stormwater drainage for a future highway-widening project. The court concluded this was essentially the same as deliberately attempting to depress land values in anticipation of condemnation of the property.

[15]. 166 Wash. 2d 633, 211 P.3d 406 (2009) (noting that the Washington constitution's protections are broader than the Free Exercise Clause of the U.S. Constitution). The Washington court has long vigorously protected religious free-exercise rights under the state constitution. See *Munns v. Martin*, 131 Wash. 2d 192, 930 P.2d 318 (1997) (invalidating fourteen-month delay imposed on conversion of historic church building to a pastoral center).

[16]. 421 F.3d 440 (6th Cir. 2005). See also *Samson v. City of Bainbridge Island*, 683 F.3d 1051 (9th Cir. 2012) (thirty-one-month moratorium on dock and pier construction not a due-process violation).

Accessibility
Knapp-Sanders Building
Campus Box 3330, UNC Chapel Hill
Chapel Hill, NC 27599-3330
T: 919 966 5381 | F: 919 962 0654

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Mr. Banks added that a survey was posted on Facebook and that approximately 600 signatures had been obtained in support of a moratorium, although the signatures had not yet been examined for duplicates, etc.

Jeannie Bundy of South Mills included the following in her remarks:

- Citizens have been repeatedly told that the UDO cannot be changed, which is untrue.
- The Board of Commissioners is not interested in changing the UDO.
- Chapter 151 of the Ordinance was rewritten, formally approved and adopted by the Board of Commissioners on February 4, 2019, amended on November 4, 2019 and again on March 1, 2021. The Ordinance can be changed.

Krista Phelps of South Mills included the following in her remarks:

- Ms. Phelps spoke on behalf of her daughter who felt that Chairman Munro was disrespectful toward Mr. Banks at the September meeting and also mentioned that the UDO had been changed three times in the past ten years.
- Support for a moratorium on development so that the rural aspects of Camden County can be maintained.
- The Commissioners should be serving the constituents.

Travis Elmore of Highway 343 North included the following in his remarks:

- The importance of fulfilling responsibilities when placed in certain positions.
- Concerns with Chairman Munro:
 - Interruptions during Public Comment.
 - Stated that a moratorium is illegal, which is untrue.
- It is true that nothing can be done about developments already approved which are overburdening our schools, infrastructure and emergency services. Why continue to approve developments when we need to address the current and future problems in regard to these services?
- Support for a moratorium on future development until the county can 'catch up' with the needed services.
- Concern that students in portable classrooms do not have access to restroom facilities in the classrooms.

Mary Cherry Tirak of South Mills included the following in her remarks:

- Support for the moratorium and the petition that was signed by county citizens.
- Concern of Chairman Munro's disrespect at that last meeting.

- Request that the commissioners speak into the microphones so those watching online can hear the discussion.

Melissa Linton of South Mills included the following in her remarks:

- Support for the moratorium and comments of Mr. Banks.
- Flooding issues in South Mills.
- Resources such as schools, Sheriff’s Office, first responders, water and the Post Office are overburdened; as well as local doctors’ offices.
- Referenced the study, “A Cost of Community Services Rendered” conducted in 25 states, which shows that residential development costs more than it takes in.
- Urged that the commissioners listen to the constituents in regard to the placement of a moratorium and change the UDO.

Tammy Inge of South Mills included the following in her remarks:

- Concern for children who are in need of mental health services.
- Concern for students who are in portable classrooms that have no restrooms.
- Support for a moratorium until the necessary infrastructure is in place to support continued development.

Eva Litchfield of South Mills included the following in her remarks:

- Questioned as to why the construction for the new Senior Center has not yet begun and the location of the funds that had been allotted to the project.

William Stafford of South Mills included the following in his remarks:

- Clarified that at a previous meeting when he stated the South Camden Water & Sewer District would not sell water to South Mills Water Association, he left out the word ‘additional’ and looks forward to when both boards hold a meeting together so that he can get some answers.
- Concern that the sewer connection fees were reduced for developers but the Sheriff was turned down for additional equipment and manpower. Those funds then become additional profit for the developer.
- Mr. and Mrs. Stafford have been fighting overdevelopment for 25-30 years and that development will continue as it is currently going.
- No response in regard to those he talked to concerning DOT trying to take his property but the person he talked to mentioned the \$150,000 per year a developer gives the county.

James Ellis of South Mills included the following in his remarks:

- Speaking as a professional firefighter, expressed concern in regard to continued development and its effect on resources, particularly in the area of fire and law enforcement protection.

South Camden Water & Sewer District Board of Directors

The Vice Chair 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.

| | |
|----------------|---|
| RESULT: | PASSED [4-0] |
| MOVER: | Clayton Riggs |
| AYES: | Tom White, Clayton Riggs, Tiffney White, Randy Krainiak |
| ABSENT: | Ross Munro |

Attachment: bocminutes_100322 (BOC Meeting Minutes)

New Business

A. Monthly Report – Chuck Jones

South Camden Water & Sewer Board
Monthly Work Order Statistics Report
 Period: August 2022

| | Submitted Work Orders | Completed Work Orders | Percentage Completed | Status of Uncompleted Work Orders |
|--------------------|-----------------------|-----------------------|----------------------|-----------------------------------|
| Water/Distribution | 128 | 128 | 100% | 0 |
| Sewer/Collection | 1 | 1 | 100% | 0 |

New Services installed: 1
 Locates:
 Water Line: 39
 Sewer Line: 6
 Water & Sewer, same ticket: 5
 Hydrant flow test:

Public Works Director Notes/Comments:
 Ten work orders have been reviewed for accuracy.
 Water treated at the water treatment plant in August: 16 048 500 gallons
 Daily average water usage for August: 517 694 gallons
 Current treatment capacity at the water treatment plant: 720 000

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 | 16,048,500 | .517,694 |
| September 2022 | | |
| October 2022 | | |
| November 2022 | | |
| December 2022 | | |
| Yearly Totals | | |

Attachment: bocminutes_100322 (BOC Meeting Minutes)

| 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 | 167,700 | | | | |
| 2 | 144,900 | 139,600 | 125,000 | 153,633 | 185,300 | 173,600 | 202,100 | 368,600 | | | | |
| 3 | 159,600 | 151,000 | 130,600 | 153,633 | 170,500 | 195,134 | 202,100 | 181,200 | | | | |
| 4 | 161,500 | 162,167 | 149,000 | 161,200 | 139,000 | 195,133 | 183,900 | 162,000 | | | | |
| 5 | 131,500 | 162,167 | 149,000 | 153,700 | 139,000 | 195,133 | 158,800 | 161,267 | | | | |
| 6 | 136,200 | 162,167 | 149,000 | 124,800 | 148,434 | 177,100 | 163,000 | 161,267 | | | | |
| 7 | 130,734 | 46,500 | 143,600 | 141,800 | 148,433 | 178,700 | 24,600 | 161,267 | | | | |
| 8 | 130,733 | 35,800 | 144,900 | 149,000 | 148,433 | 156,600 | 118,567 | 176,100 | | | | |
| 9 | 130,733 | 32,300 | 120,400 | 149,000 | 150,100 | 196,000 | 118,567 | 186,700 | | | | |
| 10 | 66,220 | 35,300 | 153,900 | 149,000 | 155,900 | 185,434 | 118,567 | 198,500 | | | | |
| 11 | 34,500 | 36,634 | 138,434 | 145,000 | 139,600 | 185,433 | 165,800 | 140,300 | | | | |
| 12 | 25,500 | 36,633 | 138,433 | 149,300 | 133,800 | 185,433 | 157,100 | 155,300 | | | | |
| 13 | 129,800 | 36,633 | 138,433 | 146,500 | 159,067 | 190,200 | 147,300 | 155,300 | | | | |
| 14 | 41,467 | 138,500 | 146,600 | 135,300 | 159,067 | 163,600 | 158,500 | 155,300 | | | | |
| 15 | 41,467 | 140,500 | 95,600 | 163,100 | 159,067 | 161,000 | 135,533 | 126,900 | | | | |
| 16 | 41,466 | 131,000 | 202,400 | 163,100 | 175,600 | 145,000 | 135,533 | 158,500 | | | | |
| 17 | 4,280 | 35,300 | 138,100 | 163,100 | 168,000 | 204,300 | 135,533 | 149,200 | | | | |
| 18 | 40,300 | 3,844 | 149,700 | 142,600 | 191,700 | 204,300 | 0 | 160,100 | | | | |
| 19 | 105,400 | 3,843 | 149,700 | 141,200 | 181,000 | 204,300 | 214,400 | 148,000 | | | | |
| 20 | 109,000 | 3,843 | 149,700 | 136,700 | 221,700 | 193,200 | 144,700 | 148,000 | | | | |
| 21 | 156,234 | 38,200 | 140,500 | 132,400 | 221,700 | 187,600 | 164,000 | 148,000 | | | | |
| 22 | 156,233 | 40,500 | 142,100 | 180,700 | 221,700 | 136,000 | 196,867 | 145,200 | | | | |
| 23 | 156,233 | 165,900 | 121,500 | 180,700 | 191,400 | 131,900 | 196,867 | 151,500 | | | | |
| 24 | 139,400 | 133,500 | 118,400 | 180,700 | 156,300 | 184,834 | 196,867 | 136,000 | | | | |
| 25 | 126,300 | 136,634 | 150,334 | 178,800 | 137,100 | 184,833 | 162,800 | 154,000 | | | | |
| 26 | 145,200 | 136,633 | 150,333 | 160,600 | 146,900 | 184,833 | 170,500 | 172,667 | | | | |
| 27 | 87,590 | 136,633 | 150,333 | 145,500 | 164,367 | 164,700 | 139,300 | 172,667 | | | | |
| 28 | 151,867 | 138,000 | 142,400 | 161,500 | 164,367 | 171,000 | 157,900 | 172,667 | | | | |
| 29 | 151,867 | | 136,300 | 139,650 | 164,367 | 178,400 | 173,233 | 178,600 | | | | |
| 30 | 151,866 | | 122,600 | 139,650 | 231,900 | 210,600 | 173,233 | 121,900 | | | | |
| 31 | 166,100 | | 148,200 | | 196,500 | | 173,233 | 146,500 | | | | |
| TOTAL | 3,499,090 | 2,591,731 | 4,375,700 | 4,575,500 | 5,349,302 | 5,418,600 | 4,791,500 | 5,121,202 | | | | |
| Average | 112,874 | 92,562 | 141,152 | 152,517 | 172,558 | 180,620 | 154,565 | 165,200 | | | | |
| Maximum | 166,100 | 172,000 | 202,400 | 180,700 | 279,000 | 210,600 | 214,400 | 368,600 | | | | |

| 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 |
| August | 2,345 | 129 | 50 | 1 | 14,628,312 | \$4,300.00 | \$155,258.49 | 523,100 | \$8,497.51 | 56 | 280,139 | \$4,187.02 | 91 |

Attachment: bocminutes_100322 (BOC Meeting Minutes)

| 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 Locate | 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 |
| August | 129 | 100% | 0% | 128 | 1 | 39 | 6 | 5 | 0 | 1 |

Commissioner Riggs inquired as to increased capacity with the new well purchases approved.

Mr. Jones explained that the purpose of the new wells is not to increase capacity, but will allow the wells to ‘rest’ and achieve the 720,000 per day safely.

Commissioner Riggs reiterated that the County has been steadily planning for growth for approximately 12 years; not 2000-3000 homes overnight. Mr. Riggs added that he did make a motion for a moratorium in 2003 which was in place for about 3 years, during which the County was involved in litigation. Capacity has been added since that time. Moratoria can be put in place for a specific reason for a specific period of time but certain goals must be satisfied during that time. There should be a way for citizens to view what progress is taking place and what can or needs to be stopped. There has to be a balance between economic development in regard to retail and manufacturing versus houses and the way to do that is to prepare and grow gradually. The Sheriff’s Office has grown over time. Each update must be taken into consideration individually to get a clear picture of where the county is headed.

County Attorney Morrison confirmed that a Public Hearing is necessary for the Board to consider a moratorium.

Motion to approve the monthly report as presented.

| | |
|----------------|---|
| RESULT: | PASSED [4-0] |
| MOVER: | Tom White |
| AYES: | Tom White, Clayton Riggs, Tiffney White, Randy Krainiak |
| ABSENT: | Ross Munro |

Motion to adjourn South Camden Water & Sewer Board of Directors.

| | |
|----------------|---|
| RESULT: | PASSED [4-0] |
| MOVER: | Clayton Riggs |
| AYES: | Tom White, Clayton Riggs, Tiffney White, Randy Krainiak |
| ABSENT: | Ross Munro |

The Vice Chair adjourned the South Camden Water & Sewer Board of Directors and reconvened the Board of Commissioners.

ITEM 4. PUBLIC HEARINGS

- A. Zoning Map Amendment for 242 Keeter Barn Road – REMOVED from the agenda due to the withdrawal of the request by the applicant.

B. Preliminary Plan Application for Meadows at North River Crossing Major Subdivision – Amber Curling

Motion to open the public hearing for the Preliminary Plan for Meadows at North River Crossing Major Subdivision.

| | |
|----------------|---|
| RESULT: | PASSED [4-0] |
| MOVER: | Tom White |
| AYES: | Tom White, Clayton Riggs, Tiffney White, Randy Krainiak |
| ABSENT: | Ross Munro |

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 Road and the north side of Ditch Bank Road 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.

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

PROJECT INFORMATION

| | |
|---|--|
| <p>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</p> <p>Applicant: WH Chesapeake LLC Address: 508 Taylor Court, Suite B-2 Chesapeake, VA 23320</p> <p>Phone: 757-410-9605 Email: jon@wthstringtonhomes.com</p> <p>Agent for Applicant: Timmons Group Address: 1805 West City Dr. Unit E Elizabeth City Nc 27909</p> <p>Phone: 252-621-5028 Email: Jason.mizelle@timmons.com</p> <p>Current Owner of Record: Applicant</p> <p>Meeting Dates: March 2, 2022 Neighborhood Meeting August 31, 2022 Technical Review Meeting August 17, 2022 Planning Board Meeting</p> | <p>Application Received: 5/19/2022 By: Amber Curling, Planning Dept.</p> <p>Application Fee paid: \$1150.00 Ck# 22120</p> <p>Stormwater Escrow Fee Paid: \$6000 CK #22121</p> <p>Completeness of Application: Application is generally complete</p> <p>Documents received upon filing of application or otherwise included:</p> <ul style="list-style-type: none"> 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

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 Nouse 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

Attachment: bocminutes_100322 (BOC Meeting Minutes)

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 adapted by the Board of Commissioners NA

FINDINGS REGARDING ADDITIONAL REQUIREMENTS:

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

EXCEED PUBLIC FACILITIES:

- Schools and School Transportation disapprove due to being at or over capacity.
- Fire and Rescue approved.
- 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:

- 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.
- 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).
- 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.
- No land disturbing activities shall start until the County Planning Department receives approved D/NR Stormwater Permit and Erosion & Sediment Control Plan for the Development.
- Developer shall make reasonable efforts to obtain off-site drainage/maintenance easements to the outfall.
- 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.
- Home Owners Restrictive Covenants shall include the following information:
 - All requirements (to include Maintenance and allowable built upon area) listed under NCDENR Stormwater Permit.
 - Maintenance requirements of the outfall ditch leading.
 - The re-certification to the County of the approved drainage plan every five years from date of recording of Final Plat.
 - Maintenance of all open space, gardens and improvements throughout the subdivision.
- 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.
- Constructions drawings to reflect turning radius as requested by the Transportation Director of Camden County Schools.
- The subdivision to comply with the Farmland Compatibility Standards (Article 151.5.5 of the UDO) and NC General Statute 153A-340.

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

Attachment: bocminutes_100322 (BOC Meeting Minutes)

Commissioner Riggs requested clarification in that the plan is nonconforming because of the size of the lots.

Mrs. Curling stated that the plan is nonconforming with the Comprehensive Plan, which states 1 to 2 acres. Neighborhood Residential is 3560 square feet less than an acre. Therefore it is inconsistent with one, and consistent with the other one. Where it is inconsistent is approximately is about 3560 square feet.

Commissioner Riggs requested clarification in that the school, the fire department and the Sheriff stated that it would not be supported. Mrs. Curling confirmed that the fire department had no comments. However, the Sheriff and the Schools did not support.

Commissioner Riggs questioned as to how the application got to this point in the process before it comes before the Board for consideration.

Mrs. Curling explained that the property was already zoned Neighborhood Residential.

Commissioner Riggs clarified that the only reason the Board can vote no at this point is because the Sheriff and the Schools did not support – but that he is willing to do that.

Public Comments

Jeannie Bundy of South Mills expressed concern in regard to the overgrown grass and weeds in excess of three feet on the property under consideration, which is in violation of the County Ordinance. Ms. Bundy questioned the developer as to the reason the grass had not been cut.

The developer responded with an apology and stated that it would be taken care of.

Ms. Bundy shared Code Enforcement information from Nuisance Chapter 94, specific certain conditions to be a general nuisance to the public; health, safety and welfare. The property in question with grass and weeds in excess of 12 inches of growth.

Commissioner Riggs stated that the process is to register a complaint with Code Enforcement.

Ms. Bundy also brought to the Board’s attention County property located at 261 Bingham Road in South Mills, which is not in compliance with the Ordinance. The rubbish on the property needs to be cleared and the storm and erosion damaged structures that result in debris need to be removed.

County Manager Erin Burke stated that the purpose of Public Comment during this portion of the agenda is associated with this particular Public Hearing.

Mary Cherry Tirak of South Mills stated that citizens need to attend Planning Board meetings in that approval is taking place before items get to the Board of Commissioners.

County Attorney John Morrison explained that the most powerful land use role occurs at zoning hearings. A zoning hearing is a political decision by the Board of Commissioners. Zoning amendments can be can be refused on almost any grounds with the exception of constitutional rights. Once a property is zoned the owner has legal rights and further action becomes a legal question, not a political question. Sometimes the Commissioners must grant approval based on the law, provided the applicant has met the terms of the Unified Development Ordinance.

Marshall Powell of South Mills stated that when the property for South Mills Landing was under consideration for rezoning, citizens spoke to issues in regard to flooding and other concerns. However, the rezoning was approved that evening.

Motion to close the public hearing.

| | |
|----------------|---|
| RESULT: | PASSED [4-0] |
| MOVER: | Tom White |
| AYES: | Tom White, Clayton Riggs, Tiffney White, Randy Krainiak |
| ABSENT: | Ross Munro |

There was no motion to add the Preliminary Plan for Meadows at North River Crossing to the agenda and no further action was taken on this item.

ITEM 5. NEW BUSINESS

A. Tax Report – Lisa Anderson

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

OUTSTANDING TAX DELINQUENCIES BY YEAR

| <u>YEAR</u> | <u>REAL PROPERTY</u> | <u>PERSONAL PROPERTY</u> |
|-------------|----------------------|--------------------------|
| 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 |

| | |
|-------------------------------------|-------------------------|
| TOTAL REAL PROPERTY TAX UNCOLLECTED | 311,922.10 |
| TOTAL PERSONAL PROPERTY UNCOLLECTED | 36,016.74 |
| TEN YEAR PERCENTAGE COLLECTION RATE | 99.58% |
| COLLECTION FOR 2022 vs. 2021 | 42,799.70 vs. 16,448.03 |

LAST 3 YEARS PERCENTAGE COLLECTION RATE

| | |
|------|--------|
| 2021 | 98.25% |
| 2020 | 99.19% |
| 2019 | 99.61% |

EFFORTS AT COLLECTION IN THE LAST 30 DAYS

ENDING August 2022

BY TAX ADMINISTRATOR

| | |
|-----------|---|
| <u>92</u> | NUMBER DELINQUENCY NOTICES SENT |
| <u>22</u> | FOLLOWUP REQUESTS FOR PAYMENT SENT |
| <u>5</u> | NUMBER OF WAGE GARNISHMENTS ISSUED |
| <u>4</u> | NUMBER OF BANK GARNISHMENTS ISSUED |
| <u>22</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 |

Attachment: bocminutes_100322 (BOC Meeting Minutes)

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 | 172 NECK RD |
| 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 | ACODE 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 | 01-7999-00-62-4196.0000 | 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 | 03-8962-00-09-0472.0000 | 4,590.46 | 1 | FRANK MCILLIAN HEIRS | SHILOH | 172 NECK RD |
| R | 03-8973-00-53-0748.0000 | 4,471.07 | 1 | HERRILL W 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 | 03-9809-00-23-4998.0000 | 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 | 02-8962-00-67-1021.0000 | 3,176.60 | 1 | CAROLYN MCGINIEL | CAMDEN | 195 COUNTRY CLUB RD |
| R | 02-8943-01-06-9013.0000 | 2,912.38 | 1 | CECIL BARNARD HEIRS | SHILOH | WICHAM 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 | 03-8939-00-31-8750.0000 | 2,710.50 | 1 | KARL L ADCOCK | SHILOH | 100 CRITLAN DR |
| R | 01-7979-00-94-6119.0000 | 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 |

30 Oldest Unpaid – Real

| Roll | Parcel Number | Unpaid Amount | YrsDlq | Taxpayer Name | City | Property Address |
|------|-------------------------|---------------|--------|-------------------------------|-------------|--------------------|
| R | 01-7989-00-01-1714.0000 | 6,166.42 | 10 | CHARLES MILLER HEIRS | SOUTH MILLS | HORSESHOE RD |
| R | 03-8965-00-37-4242.0000 | 2,853.28 | 10 | CECIL BARNARD HEIRS | SHILOH | NECK RD |
| R | 03-8899-00-45-2682.0000 | 2,766.66 | 10 | DORA EVANS FORBES | SHILOH | 352 SANDY HOOK RD |
| R | 03-8952-00-39-8737.0000 | 2,151.92 | 10 | SEAMARK INC. | SHILOH | HOLLY RD |
| R | 03-8952-00-39-8737.0000 | 2,077.02 | 10 | AUDREY TILLET | SHILOH | 171 NECK RD |
| R | 01-7999-00-32-3510.0000 | 1,954.13 | 10 | THOMAS L. BROTHERS HEIRS | SOUTH MILLS | 195 BUNKER HILL RD |
| R | 03-8943-04-93-8214.0000 | 1,892.64 | 10 | LEAH BARCO | SOUTH MILLS | 108 CAMDEN AVE |
| R | 01-7999-00-12-8596.0000 | 1,875.21 | 10 | L. P. JORDAN HEIRS | SHILOH | 165 BUNKER HILL RD |
| R | 01-7091-00-64-6589.0000 | 1,809.51 | 10 | MOSES MITCHELL HEIRS | SOUTH MILLS | 155 BUNKER HILL RD |
| R | 01-7080-00-62-1977.0000 | 1,157.52 | 10 | CLARENCE D. TURNER JR. | SOUTH MILLS | STINGY LN |
| R | 02-8936-00-24-7426.0000 | 851.94 | 10 | SANDERS CROSSING OF CAMDEN CO | SOUTH MILLS | 117 OTTERS PL |
| R | 01-7989-00-91-0179.0001 | 847.68 | 10 | BERNICE PUGH | CAMDEN | 113 BOURBON ST |
| R | 01-7989-04-60-1568.0000 | 827.30 | 10 | EMMA BRITTE HEIRS | SOUTH MILLS | 116 BLOODFIELD RD |
| R | 01-7989-04-60-1568.0000 | 827.30 | 10 | CHRISTINE RIDDICK | SOUTH MILLS | 105 BLOODFIELD RD |
| R | 01-7090-00-60-5052.0000 | 814.52 | 10 | JOE GRIFFIN HEIRS | SOUTH MILLS | 117 GRIFFIN RD |
| R | 01-7989-04-90-0938.0000 | 765.22 | 10 | DORIS EASON | SOUTH MILLS | 1352 343 HWY N |
| R | 03-8909-00-24-6322.0000 | 667.69 | 10 | DAVID B. KIRBY | SHILOH | 499 SAILBOAT RD |
| R | 02-8955-00-13-7846.0000 | 585.88 | 10 | MARIE MERCER | CAMDEN | IVY NECK RD |
| R | 03-8899-00-36-1568.0000 | 463.73 | 10 | PETER BUTSAVAGE | SHILOH | HIBISCUS RD |
| R | 03-8962-00-55-5300.0000 | 427.31 | 10 | OCTAVIA COPELAND HEIRS | SHILOH | 457 NECK RD |
| R | 03-8962-00-55-5300.0000 | 381.59 | 10 | WILLIAMSBURG VACATION | SHILOH | CAMDEN POINT RD |
| R | 03-9809-00-54-8280.0000 | 303.70 | 10 | RODNEY STEVEN SPIVEY & | SHILOH | SAILBOAT RD |
| R | 01-7090-00-95-5262.0000 | 297.16 | 10 | JOHN F. SAWYER HEIRS | SOUTH MILLS | OLD SWAMP RD |
| R | 03-9809-00-66-0120.0000 | 286.40 | 10 | RANDELL CRIDER | SHILOH | SAILBOAT RD |
| R | 03-8939-00-31-8750.0000 | 285.94 | 10 | CHARL TEACHER | SHILOH | 218 SBOAD CREEK RD |
| R | 02-8936-00-25-7407.0000 | 220.95 | 10 | CHARLIE RUDOLPH CHAMBLEE | CAMDEN | BOURBON ST |
| R | 03-9809-00-45-1097.0000 | 203.59 | 10 | MICHAEL OBER | SHILOH | CENTERPOINT RD |
| R | 03-8962-00-60-7648.0000 | 189.72 | 10 | FRANK WRIGHT ETAL | SHILOH | WICHAM RD |
| R | 03-8939-00-31-8750.0000 | 149.93 | 10 | CHARLES LONG | SHILOH | HIBISCUS RD |
| R | 03-9809-00-17-2462.0000 | 138.36 | 10 | TODD ALLEN RIGGS | SHILOH | LITTLE CREEK RD |

30 Largest Unpaid – Personal

| 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 | 153 EDGEWATER DR |
| P | 0001072 | 534.66 | 10 | PAW 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 RAYO | SOUTH MILLS | 106 BINGHAM RD |
| P | 0001230 | 411.11 | 10 | ACADEMY TRAINING CENTER LLC | NOYCK | 850 PUDDIN RIDGE RD |
| P | 0003721 | 396.00 | 1 | JIMMY'S TRUCKING & HAULING LLC | CAMDEN | 101 ROBIN CT W |
| P | 0003192 | 382.04 | 1 | ROBERT JESSE ALDERMAN HUDGINS | CAMDEN | 127 TRAFONT RD |
| P | 0003559 | 365.94 | 1 | BENNY FARRELL TUCKER | CAMDEN | 409 343 HWY N |
| P | 0001538 | 311.90 | 10 | JEFFREY EDWIN DAVIS | CAMDEN | 152 158 US W |
| P | 0003501 | 310.39 | 1 | DIANE L. NOBLE | CAMDEN | 431 158 US W |
| P | 0000738 | 307.42 | 10 | LESLIE ETHERIDGE JR | CAMDEN | 152 158 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. TAZEWELL | 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 BOTTON MATERIALS, INC | SOUTH MILLS | 319 PONDEROSA RD |
| P | 0003773 | 231.08 | 1 | EVAN NEGRO 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 BECHNUT AVE |

Attachment: bocminutes_100322 (BOC Meeting Minutes)

30 Oldest Unpaid – Personal

| Roll | Parcel Number | YrsDlq | 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 | 123 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 |
| 0001952 | | 10 | 238.91 | SANDY BOTTM MATERIALS, INC | SOUTH MILLS | 319 PONDEROSA RD |
| 0001106 | | 10 | 203.87 | JAMI ELIZABETH VANHORN | SOUTH MILLS | 612 MAIN ST |
| 0001827 | | 10 | 148.15 | KAREN SUNDY | CAMDEN | 431 158 US W |
| 0000295 | | 6 | 1,126.07 | HENDERSON AUDIOMETRICS, INC. | CAMDEN | 330 158 HWY E |
| 0000770 | | 6 | 134.40 | MARSHA GAIL BOGUES | CAMDEN | 276 BELCROSS RD |
| 0000385 | | 6 | 121.17 | MARK SANDERS OVERMAN | SHAWBORO | 116 GARRINGTON ISLAND |
| 0000921 | | 6 | 120.68 | CYNTHIA WAE BLAIN | SOUTH MILLS | 122 DOCK LANDING LOOP |
| 0001104 | | 5 | 1,148.60 | MICHAEL & MICHELLE STONE | CAMDEN | 107 RIDGE ROAD |
| 0000945 | | 5 | 243.90 | RAMONA F. TAZEWELL | 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 KEETER 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 |
| 0002802 | | 4 | 222.92 | STEPHANIE AUSMAN | SHILOH | 204 POND 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 |
| 0001559 | | 3 | 365.94 | BENNY FARRELL TUCKER | ELIZABETH CITY | 152 158 US W |
| 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 |
| 0003415 | | 3 | 228.97 | IVY MIRANDA BOGUES | CAMDEN | 224 NORTH RIVER RD |

Motion to approve the Tax Report as presented.

| | |
|----------------|---|
| RESULT: | PASSED [4-0] |
| MOVER: | Clayton Riggs |
| AYES: | Tom White, Clayton Riggs, Tiffney White, Randy Krainiak |
| ABSENT: | Ross Munro |

B. 2023 Schedule of Values – Pearson Appraisals

The commissioners were given Appraisal Manuals and the Schedule of Values for the 2023 Revaluation.

Motion to accept the Schedule of Values as presented by Pearson Appraisals.

| | |
|----------------|---|
| RESULT: | PASSED [4-0] |
| MOVER: | Clayton Riggs |
| AYES: | Tom White, Clayton Riggs, Tiffney White, Randy Krainiak |
| ABSENT: | Ross Munro |

Motion to accept the Present Use Value Schedule from the State as presented.

| | |
|----------------|---|
| RESULT: | PASSED [4-0] |
| MOVER: | Tiffney White |
| AYES: | Tom White, Clayton Riggs, Tiffney White, Randy Krainiak |
| ABSENT: | Ross Munro |

Motion to set the Public Hearing for the Schedule of Values and Present Use Value Schedule for Monday, October 17, 2022 at 7:00 PM.

| | |
|----------------|---|
| RESULT: | PASSED [4-0] |
| MOVER: | Clayton Riggs |
| AYES: | Tom White, Clayton Riggs, Tiffney White, Randy Krainiak |
| ABSENT: | Ross Munro |

Attachment: bocminutes_100322 (BOC Meeting Minutes)

C. Debris Monitoring Contract Extension Request – Erin Burke



EMERGENCY MANAGEMENT
Pasquotank - Camden - Elizabeth City

Brian Parnell, Coordinator Josh Wynn, 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

f pasqemem pasquotankcounty.org/pasqem pasqemem



July 13, 2022

Sent via email to parnell@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:

| | |
|-----------------------|--|
| 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 |

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 TDRCContracts@tetratech.com should you have any questions or need additional information.

Sincerely,
Marina Armanious
Marina Armanious
Contracts Coordinator

2301 Lucien Way, Suite 120, Milliard, FL 32751
Tel: (321) 441-8511 Cell: (407) 448-8222 Fax: (321) 441-8501 | tetratech.com

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:

- CONTRACT TERM.** The Contract is renewed from October 25, 2022 through October 24, 2023. All other terms and conditions remain unchanged.
- 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.
- MODIFICATIONS.** This Contract Amendment and the Contract, taken together, constitute the final agreement between the COUNTY and CONTRACTOR. Any modification 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: *David Vere Crink*
Title: David Vere Crink
Date: 10-3-22

By: Jonathan Burgiel
Title: Business Unit President
Date:

ATTEST: *Karen Davis*
Karen Davis, Clerk

ATTEST: *Marina Armanious*
Marina Armanious, Contracts Representative

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

Stephanie B. Jackson
Signature of Finance Officer

Attachment: bocminutes_100322 (BOC Meeting Minutes)

ATTACHMENT A

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 |
| EMERGENCY MANAGEMENT POSITIONS | | | | |
| 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

| 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 |

Bureau of Labor Statistics

ATTACHMENT B

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

Attachment: bocminutes_100322 (BOC Meeting Minutes)


Motion to approve the debris management contract one-year extension request as presented.

| | |
|----------------|---|
| RESULT: | PASSED [4-0] |
| MOVER: | Tom White |
| AYES: | Tom White, Clayton Riggs, Tiffney White, Randy Krainiak |
| ABSENT: | Ross Munro |

D. Emergency Management Ordinance – Erin Burke

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.

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

1

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.

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Attachment: bocminutes_100322 (BOC Meeting Minutes)

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.S. §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.

3

- 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.

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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

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- 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 rectify 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

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Attachment: bocminutes_100322 (BOC Meeting Minutes)

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:

- Websites of the County(s) and/or City
- North Carolina Department of Public Safety WebEOC critical incident management system

Section 3. EVACUATION

The Chairperson(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

- 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.
- 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

- 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.
- 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.
- 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 ALCOHOLIC 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.

- "Dangerous weapon or substance" means:
 - Any item described as a "dangerous weapon or substance" as defined in N.C.G.S. §14-288.1.
 - 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.
 - 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.
 - "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:

- Movement of people in public places;
- The operation of offices, business establishments, and other places to or from which people may travel or at which they may congregate;
- 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 Chairperson(s) 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 Chairperson(s) 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 3rd day of October, 2022.

CAMDEN COUNTY

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

ATTEST:

Karen Davis
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.

Stephanie B. Johnson
Stephanie B. Johnson
Finance Officer
Date: 10/14/2022 Time: 10:00 AM

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: bocminutes_100322 (BOC Meeting Minutes)


Motion to approve the Pasquotank County, Camden County and City of Elizabeth City Emergency Management Ordinance as presented.

RESULT: PASSED [4-0]
MOVER: Tom White
AYES: Tom White, Clayton Riggs, Tiffney White, Randy Krainiak
ABSENT: Ross Munro

E. Facility Usage Policy – Erin Burke

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.

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.



RESOLUTION 2022-10-01

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

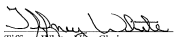
WHEREAS, this Board finds as a fact Citizen use of County facilities is a worthwhile endeavor of County government; and

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 4th day of October 2022.


Tiffany White, Vice Chair
Camden County Board of Commissioners

ATTEST:


Karen M. Davis
Clerk to the Board




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 event 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.

Attachment: bocminutes_100322 (BOC Meeting Minutes)

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. SEE 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.

Motion to adopt Resolution 2022-10-01 of the Camden County Board of Commissioners on Citizen Use of County’s Public Facilities.

RESULT: PASSED [4-0]
MOVER: Randy Krainiak
AYES: Tom White, Clayton Riggs, Tiffney White, Randy Krainiak
ABSENT: Ross Munro

F. Set Public Hearing for NCDOT Right-of-Way Acquisition – Erin Burke

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.

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.

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.

Attachment: bocminutes_100322 (BOC Meeting Minutes)

ORC REAL ESTATE SOLUTIONS FOR INFRASTRUCTURE

March 13, 2022

CAMDEN COUNTY
P.O. BOX 190
CAMDEN NC 27921

Project Name: Camden/Currtuck - R-5717
Parcel No.: 65
FIN 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 2013, 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@orcollan.com
- David Gourley - (336) 486-7243 - dgourley@orcollan.com
- Jeremy Robertson - (404) 680-4755 - jrobertson@orcollan.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 Owen Walters at owalters@orcollan.com.

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

Sincerely,

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
Ashoke, 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 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- Sta 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°55'0" E 78.694 feet thence to a point on a bearing of N 68°29'13.5" 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 865.000 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.

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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°49'35.5" W, 119.045 feet from -L- Sta 161+00 thence to a point on a bearing of N 68°28'13.5" E 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 62°25'49.0" E 21.000 feet thence to a point on a bearing of S 5°52'18.2" 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 865.000 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°52'18.2" W 64.532 feet thence to a point on a bearing of S 3°32'24.9" W 14.132 feet thence to a point on a bearing of S 8°1'34.5" W 13.254 feet thence to a point on a bearing of S 69°22'27.5" E 4.056 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 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. 138-19.4, 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 5, Chapter 138 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

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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.

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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)

| | |
|---------------|---|
| Official Seal | 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 _____ COUNTY BOARD OF COMMISSIONERS, and that by authority duly given, the foregoing instrument was signed in its name by its CHAIRMAN of the _____ 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: _____ |

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

TO: County of Camden DATE: _____
 PO Box 190 TO: Lessee, if Applicable
 Camden, NC 27921

TIP/PARCEL NO.: R-5717 065 WBS ELEMENT: 50213.2.1
 COUNTY: Camden
 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 | \$ 400.00 |
| Value of Permanent Easements to be Acquired | \$ 600.00 |
| Value of Temporary Easement (Rental of Land) to be Acquired | \$ 175.00 |
| Value of Improvements to be Acquired | \$ N/A |
| Damages, if any, to Remainder | \$ N/A |
| Benefits, if any, to Remainder | minus \$ N/A |
| TOTAL CONTINGENT OFFER | \$ 1,175.00 |

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, 2022. 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 - Right of Way Agent

FRM10-B
 Revised 2/17/15

Motion to set a public hearing for November 7, 2022 for the sale of real property to NCDOT for the widening of Old Swamp Road.

RESULT: PASSED [4-0]
MOVER: Clayton Riggs
AYES: Tom White, Clayton Riggs, Tiffney White, Randy Krainiak
ABSENT: Ross Munro

ITEM 6. BOARD APPOINTMENTS

- A. Parks & Recreation Advisory Board – Appointment of Donald Kophazy
- B. Senior Tar Heel Legislature – Appointment of Dianne Meiggs
- C. ABC Board – Reappointments of Wayne Walston and Michael McLain

Motion to approve the Board Appointments as presented.

RESULT: PASSED [4-0]
MOVER: Clayton Riggs
AYES: Tom White, Clayton Riggs, Tiffney White, Randy Krainiak
ABSENT: Ross Munro

Attachment: bocminutes_100322 (BOC Meeting Minutes)

ITEM 7. CONSENT AGENDA

A. BOC Meeting Minutes

1. August 31, 2022
2. September 6, 2022

B. Budget Amendments

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 3rd day of October, 2022.

Karen M. Davis
Clerk to Board of Commissioners

Jeffrey Wade
Vice Chair, Board of Commissioners



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 3rd day of October, 2022.

Karen M. Davis
Clerk to Board of Commissioners

Jeffrey Wade
Vice Chair, Board of Commissioners



C. DMV Monthly Report

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.

| SOUTH MILLS | COURTHOUSE | SHILOH | TOTAL |
|-------------|------------|-----------|-----------|
| 30,562.44 | 25,826.84 | 13,532.57 | 69,921.85 |

Witness my hand and official seal this 3rd day of October 2022

Jeffrey Wade
Vice Chair, 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.

Chris S. Anderson
Tax Administrator of Camden County

Attachment: bocminutes_100322 (BOC Meeting Minutes)

D. Pickups, Releases & Refunds

| NAME | REASON | NO. |
|-----------------------------|---------------------------------------|-------------------------------|
| Jason Bradley Fredrick | Military Exempt - Refund \$121.35 | Pick-up/23004 47092630 |
| Christopher Dale Martin | Turned in plates - Refund \$282.43 | Pick-up/23005 52427776 |
| Christopher Dale Martin | Turned in plates - Refund \$199.98 | Pick-up/23006 52826479 |
| Albert Carl Wesley | Turned in plates - Refund \$121.72 | Pick-up/23011 20535574 |
| Lelani Hope Faivae | Military Exempt \$117.66 | Pick-up/23016 62675145 |
| East Carolina Construction | Release late lister \$3,300.98 | Pick-up/23028 P-21934-2022 |
| Brandon Pregmon | Military Exempt - Release \$440.24 | Pick-up/23024 P-21581-2022 |
| George-Kathleen Macaluso | Turned in plates-Refund \$521.66 | Pick-up/23034 66147492 |
| Zachary Wehrmann/G.Macaluso | Turned in plates-Refund \$115.22 | Pick-up/23035 65429811 |
| Erika Paige Chen | Turned in plates-Refund \$220.46 | Pick-up/23040 67569167 |
| Jeffrey Aaron Baur | Turned in plates-Refund \$160.42 | Pick-up/23041 53880514 |
| Frances Walter Been | Turned in plates-Refund \$101.38 | Pick-up/23042 64734870 |
| Troy Austin Smith | Turned in plates-Refund \$111.91 | Pick-up/23046 58719856 |

E. Vehicle Refunds Over \$100

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 | GR # | Plate Number | Status | Transaction # | Refund Description | Refund Reason | Create Date | Auth/2022 Date | Tax | License | Other | Initial Charge | Total Charge |
|------------------------------|------------------------------|--------------------------|-----------------------|-----------|-----------------------|-------------|-------------|--------------|------------|---------------|--|----------------|-------------|----------------------|------|----------------|-----------|----------------|--------------|
| BAKTER-BARONAS, KELLY MEGAN | BAKTER-BARONAS, KELLY MEGAN | BARONAS, ROBERT JAMES JR | 2351 EISENHOWER AVE | APT. 707 | ALEXANDRIA, VA 22314 | Proration | 10041153146 | SQRL | AUTHORIZED | 170734932 | Refund Generated due to proration on BI #0041153146-2021-2021-0000-00 | Surrender | 08/17/2022 | 8/18/2022 8:34:14 AM | 1843 | Tax (\$113.72) | \$0.00 | (\$113.72) | (\$113.72) |
| BUNDY, SAKANTHA INGRAM | BUNDY, SAKANTHA INGRAM | BUNDY, WAYNE MATTHEW | 104 THOMAS POINTE RD | | SHILOH, NC 27074 | Proration | 0065483719 | HJC4043 | AUTHORIZED | 170659044 | Refund Generated due to proration on BI #0065483719-2021-2021-0000-00 | Tag | 08/16/2022 | 8/16/2022 8:34:14 AM | 1843 | Tax (\$219.93) | \$0.00 | (\$219.93) | (\$219.93) |
| FREDRICK, JASON BRADLEY | FREDRICK, JASON BRADLEY | | 128 LONG PINE RD | | SOUTH MILLS, NC 27976 | Adjustment | 0047022630 | SAVANAH | AUTHORIZED | 171579220 | Refund Generated due to adjustment on BI #0047022630-2021-2021-0000-00 | Military | 08/31/2022 | 9/1/2022 2:45:11 PM | 1843 | Tax (\$119.97) | \$0.00 | (\$119.97) | (\$119.97) |
| HAMBY, KIMBERLY DIANE | HAMBY, KIMBERLY DIANE | | 106 BILLETS BRIDGE RD | | CAMDEN, NC 27841 | Proration | 0048109949 | FMV8371 | AUTHORIZED | 170659068 | Refund Generated due to proration on BI #0048109949-2021-2021-0000-00 | Tag | 08/16/2022 | 8/16/2022 8:34:14 AM | 1843 | Tax (\$145.97) | \$0.00 | (\$145.97) | (\$145.97) |
| JACKSON, STACEY HICKS | JACKSON, STACEY HICKS | JACKSON, ALYSSIA PAIGE | 468 HORSESHOE RD | | SOUTH MILLS, NC 27976 | Proration | 0064959749 | JFA7890 | AUTHORIZED | 170655042 | Refund Generated due to proration on BI #0064959749-2021-2021-0000-00 | Tag | 08/16/2022 | 8/19/2022 8:34:14 AM | 1843 | Tax (\$147.73) | \$0.00 | (\$147.73) | (\$147.73) |
| JEFFRIES, SAMUEL OWEN | JEFFRIES, SAMUEL OWEN | | 201 SPENCERS AVE | | SOUTH MILLS, NC 27976 | Adjustment | 0003486765 | TAT4180 | AUTHORIZED | 170734870 | Refund Generated due to adjustment on BI #0003486765-2021-2021-0000-00 | Military | 08/17/2022 | 8/18/2022 8:34:26 AM | 1843 | Tax (\$246.19) | \$0.00 | (\$246.19) | (\$246.19) |
| JEFFRIES, SAMUEL OWEN | JEFFRIES, SAMUEL OWEN | | 201 SPENCERS AVE | | SOUTH MILLS, NC 27976 | Adjustment | 0066511547 | KAP2912 | AUTHORIZED | 170648074 | Refund Generated due to adjustment on BI #0066511547-2021-2021-0000-00 | Military | 08/19/2022 | 8/18/2022 8:34:26 AM | 1843 | Tax (\$247.84) | (\$12.40) | (\$260.24) | (\$260.24) |
| MARCHBANKS, GRENDALE MICHAEL | MARCHBANKS, GRENDALE MICHAEL | MARCHBANKS, ROBERT KEITH | 144 LAUREN LN | | CAMDEN, NC 27841 | Proration | 0053446580 | HHJ3247 | AUTHORIZED | 170659074 | Refund Generated due to proration on BI #0053446580-2021-2021-0000-00 | Tag | 08/16/2022 | 8/16/2022 8:34:14 AM | 1843 | Tax (\$171.54) | \$0.00 | (\$171.54) | (\$171.54) |
| MARTIN, CHRISTOPHER DALE | MARTIN, CHRISTOPHER DALE | | 112 CAROLINA RD | | SOUTH MILLS, NC 27976 | Proration | 0057828478 | BT1812 | AUTHORIZED | 171579330 | Refund Generated due to proration on BI #0057828478-2021-2021-0000-00 | Tag | 08/31/2022 | 8/10/2022 2:45:00 PM | 1843 | Tax (\$197.71) | \$0.00 | (\$197.71) | (\$197.71) |
| MARTIN, CHRISTOPHER DALE | MARTIN, CHRISTOPHER DALE | MARTIN, KRISTAL DIANE | 112 CAROLINA RD | | SOUTH MILLS, NC 27976 | Proration | 0052427776 | CM14127 | AUTHORIZED | 171579314 | Refund Generated due to proration on BI #0052427776-2021-2021-0000-00 | Tag | 08/31/2022 | 8/10/2022 2:45:00 PM | 1843 | Tax (\$279.23) | \$0.00 | (\$279.23) | (\$279.23) |
| WIZELL, JOHNNIE RAY JR | WIZELL, JOHNNIE RAY JR | | 610 HORSESHOE RD | | SOUTH MILLS, NC 27976 | Adjustment | 0066266225 | CNS8113 | AUTHORIZED | 171474602 | Refund Generated due to adjustment on BI #0066266225-2021-2021-0000-00 | Over Assesment | 08/30/2022 | 9/1/2022 2:45:11 PM | 1843 | Tax (\$180.27) | \$0.00 | (\$180.27) | (\$180.27) |
| VANTURE, MARSHA NEWBEN | VANTURE, MARSHA NEWBEN | | 109 EDNEY CREEK CT | | SOUTH MILLS, NC 27976 | Proration | 0067640986 | RDY1228 | AUTHORIZED | 170734954 | Refund Generated due to proration on BI #0067640986-2021-2021-0000-00 | Tag | 08/17/2022 | 8/18/2022 8:34:14 AM | 1843 | Tax (\$246.67) | \$0.00 | (\$246.67) | (\$246.67) |
| WESLEY, ALBERT CARL | WESLEY, ALBERT CARL | WESLEY, RHONDA LILJEGREN | 4616 SOUTHPOINT WAY | | FULSHEAR, TX 77441 | Proration | 0002035574 | JUNV74 | AUTHORIZED | 171579342 | Refund Generated due to proration on BI #0002035574-2021-2021-0000-00 | Tag | 08/31/2022 | 9/1/2022 2:45:01 PM | 1843 | Tax (\$120.34) | \$0.00 | (\$120.34) | (\$120.34) |

Submitted by Lisa S. Anderson Date 9-9-22
 Lisa S. Anderson, Tax Administrator Camden County

Approved by Tiffany White Date 10-4-22
 Tiffany White, Vice Chair Camden County Board of Commissioners

Attachment: bocminutes_100322 (BOC Meeting Minutes)

F. Senior Center General Purpose Funding FY 2022-2023 – Herein incorporated by reference. On file in the Finance Office.

G. Records Retention and Disposition Schedule

**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 practically 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 practically 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 that 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 files. Confidential records will be destroyed in such a manner that the records cannot be practically 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. § 132-4.1(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. 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, other than the original, that is designated as the official copy for reference and preservation."¹ 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

¹ Society of American Archivists, *Dictionary of Archives Terminology*.

2021 General Records Schedule: Local Government Agencies ii

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 "records[] that [have] little or no documentary or evidential value and that need not be set aside for future use."

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, "white 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.

¹ *Ibid*.

2021 General Records Schedule: Local Government Agencies iii

It is further agreed that these records may not be destroyed prior to the time periods stated; however, for sufficient reason they may be retained for longer periods. This schedule supersedes previous versions of this schedule and any localized amendments; it is to remain in effect from the date of approval until it is reviewed and updated.

APPROVAL RECOMMENDED

Karen Davis
Municipality/County Clerk or Manager
Title: Clerk to the Board

Sarah E. Koonts
Sarah E. Koonts, Director
Division of Archives and Records

APPROVED

D. Reid Wilson
Head, Archiving Body
Title: Exec Chair

D. Reid Wilson
D. Reid Wilson, Secretary
Department of Natural and Cultural Resources

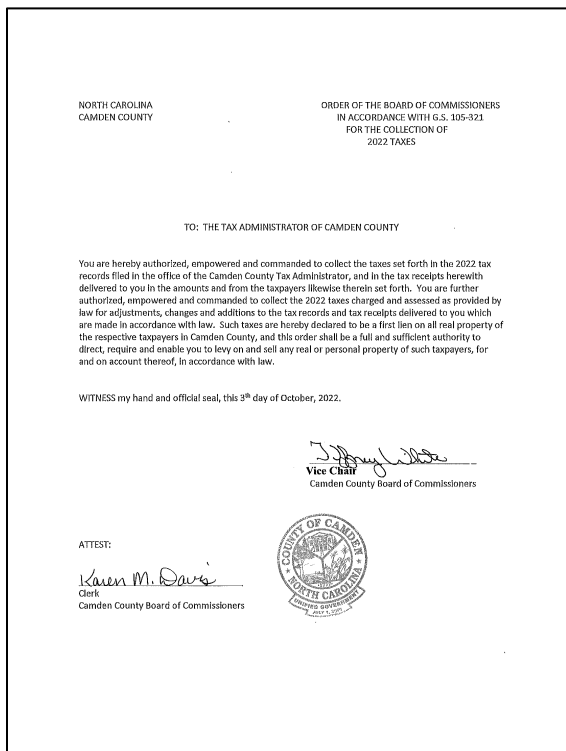
Municipality/County: Camden County

Effective: October 1, 2021

2021 General Records Schedule: Local Government Agencies iv

Attachment: bocminutes_100322 (BOC Meeting Minutes)

H. Order to Collect 2022 Taxes



I. Set Public Hearing for November 7, 2022 – Zoning Map Amendment

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: **Set Public Hearing** for November 7, 2022.

Motion to approve the Consent Agenda as presented.

| | |
|----------------|---|
| RESULT: | PASSED [4-0] |
| MOVER: | Tiffney White |
| AYES: | Tom White, Clayton Riggs, Tiffney White, Randy Krainiak |
| ABSENT: | Ross Munro |

ITEM 8. COUNTY MANAGER’S REPORT

County Manager Erin Burke included the following in her report:

- The Public Hearing for the Preliminary Plan Application for Meadows at North River Crossing Major Subdivision will require a vote at the November 7th meeting.
- Met with Directors of the Elizabeth City and Currituck Chambers of Commerce.
- Attended the following meetings:
 - Jail Board

- Heritage Festival
- Conducted interviews for Building Inspector & Planner positions.
- Began security assessment for county buildings.
- Assisted in judging the Brahaha Event in association with the Elizabeth City Chamber of Commerce.
- Recorded plat for the sale of parcels in the Commerce Park to South Eastern Equipment, Eastern Shore Communication, and the subdivision of the parcel leased to Lucia Specialized Hauling.
- Met with DSS and School representatives to initiate new contacts and meeting schedule.
- Attended a G.R.E.A.T. webinar to discuss broadband grants. Met separately with representatives from the State's Broadband Initiative staff and RPO representatives. Follow-up meeting scheduled for October 12, 2022 in Hertford.
- Met with vendor for possible website redesign.
- Met with Library to discuss Community Art Project and other programming in the library space.
- Worked with staff to start street sign replacement project.
- Upcoming Events
 - October 8th – Heritage Festival
 - October 15th – South Mills VFD Open House
 - October 22nd – Dismal Day
 - October 31st – Trunk or Treat
 - November 4th-5th – Library Community Art Project

Commissioner Riggs questioned Mrs. Burke as to the Request for Qualifications for the new county building. Mrs. Burke stated that the new RFQ will be on the November 7th agenda and includes the new Senior Center space referenced during public comments.

ITEM 9. COMMISSIONERS' REPORTS

Commissioner Krainiak encouraged everyone to attend the Camden Heritage Festival taking place on Saturday, October 8th.

ITEM 10. INFORMATION, REPORTS & MINUTES FROM OTHER AGENCIES

Provided for information only:

- 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

None.

ITEM 12. ADJOURN

There being no further matters for discussion, Vice Chair Tiffney White adjourned the meeting at 8:16 PM.

**Camden County Board of Commissioners
October 17, 2022
Work Session – 6:00 PM
Public Hearing – 7:00 PM
Camden Public Library**

MINUTES

A duly noticed Special Called Meeting of the Camden County Board of Commissioners was held on October 17, 2022 in the Camden Public Library in Camden, North Carolina for the purpose of a Work Session (6 PM) and Public Hearing (7 PM) on the Schedule of Values and Present Use Value Schedule for the 2023 Revaluation. A Closed Session following was held to consult with the County Attorney in regard to potential litigation.

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. Addition Staff: Tax Administrator Lisa Anderson.

Consideration of the Agenda

Motion to approve the agenda as presented.

| | |
|----------------|---|
| RESULT: | PASSED [5-0] |
| MOVER: | Randy Krainiak |
| AYES: | Ross Munro, Tiffney White, Tom White, Clayton Riggs, Randy Krainiak |

Work Session

The discussion with Robert Ezzell from Pearson Appraisal included the following:

- Revaluations are mandated by the State a minimum of every 8 years.
- All revaluations must be appraised at 100% of market value - including land, residential, other buildings.
- Houses are rated based on style, condition, depreciation.
- Schedules are based on Marshall & Swift Valuation Service, the number one appraisal authority in the country for developing replacement costs, depreciated values, and insurable values of buildings and other improvements.
- Values are dictated by the market and individual neighborhoods over the year.
- The percentage of increase varies per property and not all properties will see an increase.
- The manual is complete and the new schedule will go into effect January 1, 2023. Notices will be mailed out February or March to property owners.
- Appeals Process involves the following as necessary:
 1. Informal Hearing with Pearson Appraisal
 2. Board of Commissioners sitting as the Board of Equalization and Review
 3. Property Tax Commission in Raleigh
 4. NC Supreme Court

Upon conclusion of the Work Session at 6:25 PM Chairman Munro recessed the meeting until 7:00 PM.

At 7:00 PM Chairman Munro reconvened the Board of Commissioners.

Public Hearing – Schedule of Values and Present Use Value Schedule for the 2023 Revaluation

Motion to open the Public Hearing for the Schedule of Values and Present Use Value Schedule for the 2023 Revaluation.

| | |
|----------------|---|
| RESULT: | PASSED [5-0] |
| MOVER: | Randy Krainiak |
| AYES: | Ross Munro, Tiffney White, Tom White, Clayton Riggs, Randy Krainiak |

Attachment: bocminutes_101722 (BOC Meeting Minutes)

Tax Administrator Lisa Anderson introduced Robert Ezzell with Pearson Appraisal.

Mr. Ezzell briefly explained the revaluation process including the following:

- Revaluations are mandated by the State a minimum of every 8 years.
- All revaluations must be appraised at 100% of market value - including land, residential, other buildings.
- Houses are rated based on style, condition, depreciation.
- Values are dictated by the market and individual neighborhoods.

Public Comments

William Schuyler of Canal Street addressed the Board and included the following in his remarks:

- 15-year resident of the County.
- During the last revaluation eight years ago, his property was devalued as well as other properties in the County. At that time the Board raised the millage rate, which resulted in no increase or decrease in what was paid by property owners.
- Expressed concern that if the property valuations increase if the Board would consider reducing the millage rate, primarily due to the current and forecasted economic situation.

Motion to close the Public Hearing.

| | |
|----------------|---|
| RESULT: | PASSED [5-0] |
| MOVER: | Tiffney White |
| AYES: | Ross Munro, Tiffney White, Tom White, Clayton Riggs, Randy Krainiak |

Motion to add the 2023 Revaluation Schedule of Values to the November 7, 2022 agenda for consideration.

| | |
|----------------|---|
| RESULT: | PASSED [5-0] |
| MOVER: | Tiffney White |
| AYES: | Ross Munro, Tiffney White, Tom White, Clayton Riggs, Randy Krainiak |

Closed Session

Motion to go into Closed Session to consult with the County Attorney in regard to potential litigation.

| | |
|----------------|---|
| RESULT: | PASSED [5-0] |
| MOVER: | Ross Munro |
| AYES: | Ross Munro, Tiffney White, Tom White, Clayton Riggs, Randy Krainiak |

Motion to come out of Closed Session.

| | |
|----------------|---|
| RESULT: | PASSED [5-0] |
| MOVER: | Tiffney White |
| AYES: | Ross Munro, Tiffney White, Tom White, Clayton Riggs, Randy Krainiak |

Adjourn

There being no further matters for discussion, Chairman Munro adjourned the meeting at 7:50 PM.

Attachment: bocminutes_101722 (BOC Meeting Minutes)



CAMDEN COUNTY

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Board of Commissioners AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 8.B
Meeting Date: November 07, 2022
Submitted By: Stephanie Jackson,
 Finance
 Prepared by: Stephanie Jackson

Item Title **Budget Amendments**

Attachments: 22-23 BA 014 South Mills Fire Lost gear (DOC)
 22-23 BA 015 Camden Fire Grant Funds (DOC)
 22-23 BA 016 Camden Fire Grant Funds (DOC)
 22-23 BA 017 South Mills Fire Grant Funds
 (DOC)
 22-23 BA 018 SHIIP Grant Funds (DOC)
 22-23 BA 019 Library Grant Grassroots Funds
 (DOC)

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 | | | |
| 41380530-433500 | Miscellaneous | \$9,288 | |
| Expenses | | | |
| 415300-557000 | Miscellaneous | \$9,288 | |

This Budget Amendment is made to appropriate funds from insurance monies received due to lost equipment to Miscellaneous in order to repurchase.

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 7th day of November, 2022.

Clerk to Board of Commissioners

Chairman, Board of Commissioners

Attachment: 22-23 BA 014 South Mills Fire Lost gear (Budget Amendments)

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 | | | |
| 40360530-434810 | Grant | \$10,000 | |
| Expenses | | | |
| 405300-574400 | Grant Purchases | \$10,000 | |

This Budget Amendment is made to appropriate funds from Grant monies to expenses.

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 7th day of November, 2022.

Clerk to Board of Commissioners

Chairman, Board of Commissioners

Attachment: 22-23 BA 015 Camden Fire Grant Funds (Budget Amendments)

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 | | | |
| 40360530-434810 | Grant | \$35,000 | |
| Expenses | | | |
| 405300-574400 | Grant Purchases | \$35,000 | |

This Budget Amendment is made to appropriate funds from Grant monies to expenses.

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 7th day of November, 2022.

Clerk to Board of Commissioners

Chairman, Board of Commissioners

Attachment: 22-23 BA 016 Camden Fire Grant Funds (Budget Amendments)

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 | | | |
| 41360530-434815 | State Grant | \$35,000 | |
| Expenses | | | |
| 415300-574108 | Grant Equipment | \$35,000 | |

This Budget Amendment is made to appropriate funds from Grant monies to expenses.

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 7th day of November, 2022.

Clerk to Board of Commissioners

Chairman, Board of Commissioners

Attachment: 22-23 BA 017 South Mills Fire Grant Funds (Budget Amendments)

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 | | | |
| 10360621-434837 | SHIIP Grant Funds | \$1,906 | |
| Expenses | | | |
| 106210-537500 | SHIIP Grant Expense | \$1,906 | |

This Budget Amendment is made to appropriate funds from Grant monies to expenses.

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 7th day of November, 2022.

Clerk to Board of Commissioners

Chairman, Board of Commissioners

Attachment: 22-23 BA 018 SHIIP Grant Funds (Budget Amendments)

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 | | | |
| 10330611-434898 | Grant Funds | \$15,591 | |
| Expenses | | | |
| 106110-545000 | Contracted Services | \$15,591 | |

This Budget Amendment is made to appropriate funds from Grant monies to expenses.

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 7th day of November, 2022.

Clerk to Board of Commissioners

Chairman, Board of Commissioners

Attachment: 22-23 BA 019 Library Grant Grassroots Funds (Budget Amendments)



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**Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Consent Agenda

| | |
|----------------------|--|
| Item Number: | 8.C |
| Meeting Date: | November 07, 2022 |
| Submitted By: | Karen Davis, Clerk to the Board Schools Prepared by: Karen Davis |
| Item Title | School Budget Amendments |
| Attachments: | School Budget Amendments (PDF) |

Budget Amendment

Camden County Schools Administrative Unit


Capital Outlay Fund

The Camden County Board of Education at a meeting on the 13th day of October, 2022, passed the following resolution.

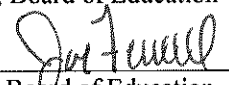
Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

| Code Number | Description of Code | Amount | |
|--------------|--|-----------|-------------|
| | | Increase | Decrease |
| 9123 | Category I Projects | 90,830.08 | |
| Explanation: | | | |
| | Total Appropriation in Current Budget | \$ | 640,481.00 |
| | Amount of Increase / (Decrease) of Above Amendment | | + 90,830.08 |
| | Total Appropriation in Current Amended Budget | \$ | 731,311.08 |

Passed by majority vote of the Board of Education of Camden County Schools on the 13th day of October, 2022.



 Chairman, Board of Education



 Secretary, Board of Education

We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes in the minutes of said Board, this ____ day of _____ 2 ____.

 Chairman, Board of County Commissioners

 Clerk, Board of County Commissioners

Attachment: School Budget Amendments (School Budget Amendments)


BUDGET AMENDMENT
October 13, 2022

4. Capital Outlay Fund

A. We must increase our budget for the funds to cover the remaining K12 Athletic Facility Funds left. We request your approval of the following amendment.

| | |
|--|---------------------------------|
| <u>Category Project</u> | |
| 9123.798.500.304 K12 Athletic Facilities Grant | \$ + <u>90,830.08</u> |
| Total – Category I Projects | \$ + 90,830.08 |
| Total – Revenue 4.4910 Fund Balance App. | \$ - 90,830.08 ===== |

Passed by majority vote of the Board of Education of Camden County on the 13th day of October, 2022.



Chairman, Board of Education

Secretary, Board of Education

Attachment: School Budget Amendments (School Budget Amendments)

Budget Amendment


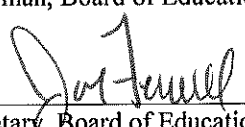
Camden County Schools Administrative Unit

Local Current Expense Fund

The Camden County Board of Education at a meeting on the 13th day of October, 2022 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

| Code Number | Description of Code | Amount | | | | | | | |
|---|--------------------------------|----------|----------|---------------------------------------|-----------------|--|--------|--|-----------------|
| | | Increase | Decrease | | | | | | |
| 5100 | Regular Instructional Programs | | 5,300.00 | | | | | | |
| 6100 | Support & Development Services | 5,000.00 | | | | | | | |
| 6200 | Special Population Support | 300.00 | | | | | | | |
| <p>Explanation:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Total Appropriation in Current Budget</td> <td style="text-align: right;">\$ 3,307,865.00</td> </tr> <tr> <td>Amount of Increase/Decrease of Above Amendment</td> <td style="text-align: right;">+ 0.00</td> </tr> <tr> <td>Total Appropriation in Current Amended Budget</td> <td style="text-align: right;">\$ 3,307,865.00</td> </tr> </table> | | | | Total Appropriation in Current Budget | \$ 3,307,865.00 | Amount of Increase/Decrease of Above Amendment | + 0.00 | Total Appropriation in Current Amended Budget | \$ 3,307,865.00 |
| Total Appropriation in Current Budget | \$ 3,307,865.00 | | | | | | | | |
| Amount of Increase/Decrease of Above Amendment | + 0.00 | | | | | | | | |
| Total Appropriation in Current Amended Budget | \$ 3,307,865.00 | | | | | | | | |

| | |
|---|--|
| <p>Passed by majority vote of the Board of Education of Camden County on the 13th day of October, 2022.</p> <div style="text-align: center;">  _____ Chairman, Board of Education </div> <div style="text-align: center;">  _____ Secretary, Board of Education </div> | <p>We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this ____ day of _____ 20__.</p> <div style="text-align: center;"> _____ Chairman, Board of County Commissioners </div> <div style="text-align: center;"> _____ Clerk, Board of County Commissioners </div> |
|---|--|

Attachment: School Budget Amendments (School Budget Amendments)

BUDGET AMENDMENT
October 13, 2022

2. Local Current Expense Fund

A. We have reviewed the allotment and must transfer money in to cover expenses. We request your approval of the following amendment.

| | |
|-------------------------------------|--------------------|
| <u>Children with Special Needs</u> | |
| 2.6200.849.459 Other Food Purchases | \$ + <u>300.00</u> |
| Total – Children with Special Needs | \$ + 300.00 |

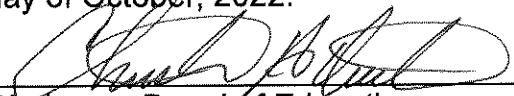
B. We have reviewed the allotment and must transfer money in to cover expenses. We request your approval of the following amendment.

| | |
|--|----------------------|
| <u>Other Employee Benefits</u> | |
| 2.6110.910.232 Emp. Workers Comp. Ins. | \$ + <u>5,000.00</u> |
| Total – Other Employee Benefits | \$ + 5,000.00 |

C. We have reviewed the allotment and must transfer money out to cover expenses. We request your approval of the following amendment.

| | |
|---------------------------------|----------------------|
| <u>Additional Pay</u> | |
| 2.5110.911.181 Supplemental Pay | \$ - <u>5,300.00</u> |
| Total – Additional Pay | \$ - 5,300.00 |

Passed by majority vote of the Board of Education of Camden County on the 13th day of October, 2022.



Chairman, Board of Education

Secretary, Board of Education

Attachment: School Budget Amendments (School Budget Amendments)

Budget Amendment


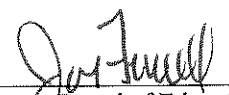
Camden County Schools Administrative Unit

State Public School Fund

The Camden County Board of Education at a meeting on the 13th day of October 2022 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

| Code Number | | Description of Code | Amount | |
|---|--|--------------------------------|------------|----------------|
| | | | Increase | Decrease |
| 5100 | | Regular Instructional Programs | 988,833.22 | |
| 5200 | | Special Instructional Programs | 1,899.45 | |
| 5800 | | School-Based Support Services | 6,593.39 | |
| 6200 | | Special Population Support | 5,225.46 | |
| 6400 | | Technology Support Services | 20,950.00 | |
| 6500 | | Operational Support Services | 3,638.62 | |
| 6900 | | Leadership Services | 1,851.02 | |
| Explanation: | | | | |
| Total Appropriation in Current Budget | | | \$ | 16,840,621.00 |
| Amount of Increase/Decrease of Above Amendment | | | | + 1,028,991.16 |
| Total Appropriation in Current Amended Budget | | | \$ | 17,869,612.16 |

| | |
|--|---|
| <p>Passed by majority vote of the Board of Education of Camden County on the 13th day of October 2022.</p> <p> _____ Chairman, Board of Education</p> <p> _____ Secretary, Board of Education</p> | <p>We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this ____ day of _____ 20 ____.</p> <p>_____ Chairman, Board of County Commissioners</p> <p>_____ Clerk, Board of County Commissioners</p> |
|--|---|

Attachment: School Budget Amendments (School Budget Amendments)

BUDGET AMENDMENT
October 13, 2022

1. State Public School Fund

A. We have reviewed this area of the budget and find that we must increase our budget to cover the benefits that will be covered at the end of the year by NCDPI that are paid during the year to employees. We request your approval of the following amendment.

| | | |
|--|----------|---------------|
| <u>Non-Contributory Employee Benefits</u> | | |
| 1.5110.009.184 Longevity | \$ + | 4,084.05 |
| 1.5110.009.185 Bonus Leave | + | 41.45 |
| 1.5110.009.188 Annual Leave Payout | + | 3,768.00 |
| 1.5110.009.211 Emp. Soc. Sec. Costs | + | 603.81 |
| 1.5110.009.221 Emp. Retirement Costs | + | 1,933.91 |
| 1.5210.009.184 Longevity | + | 1,437.34 |
| 1.5210.009.211 Emp. Soc. Sec. Costs | + | 109.96 |
| 1.5210.009.221 Emp. Retirement Costs | + | 352.15 |
| 1.5860.009.184 Longevity | + | 4,232.61 |
| 1.5860.009.211 Emp. Soc. Sec. Costs | + | 323.80 |
| 1.5860.009.221 Emp. Retirement Costs | + | 1,036.98 |
| 1.6200.009.184 Longevity | + | 3,954.19 |
| 1.6200.009.211 Emp. Soc. Sec. Costs | + | 302.49 |
| 1.6200.009.221 Emp. Retirement Costs | + | 968.78 |
| 1.6540.009.184 Longevity | + | 1,931.73 |
| 1.6540.009.211 Emp. Soc. Sec. Costs | + | 147.78 |
| 1.6540.009.221 Emp. Retirement Costs | + | 473.28 |
| 1.6550.009.184 Longevity | + | 865.90 |
| 1.6550.009.211 Emp. Soc. Sec. Costs | + | 66.25 |
| 1.6550.009.221 Emp. Retirement Costs | + | 153.68 |
| 1.6940.009.184 Longevity | + | 1,400.70 |
| 1.6940.009.211 Emp. Soc. Sec. Costs | + | 107.15 |
| 1.6940.009.221 Emp. Retirement Costs | + | <u>343.17</u> |
| Total – Non-Contributory Employee Benefits | \$ + | 28,639.16 |

B. We have received an allotment revision and must increase our budget to reflect the allotment. We request your approval of the following amendment.

| | | |
|------------------------------------|----------|--------------|
| <u>School Technology Fund</u> | | |
| 1.5110.015.343 Telecommunications | \$ + | <u>96.00</u> |
| Total – School Technology Fund | \$ + | 96.00 |

Attachment: School Budget Amendments (School Budget Amendments)

BUDGET AMENDMENT
State Public School Fund
October 13, 2022, Page 2

C. We have received an allotment revision and must increase our budget to reflect the allotment. We request your approval of the following amendment.

| | | |
|---|----|--------------------|
| <u>Supplemental Funds for Teachers</u> | | |
| 1.5110.071.181 Supplementary Pay | \$ | +740,299.23 |
| 1.5110.071.211 Emp. Soc. Sec. Costs | | + 56,632.89 |
| 1.5110.071.221 Emp. Retirement Costs | | <u>+181,373.88</u> |
| Total – Supplemental Funds for Teachers | \$ | +978,306.00 |

D. We have received an allotment revision and must increase our budget to reflect the allotment. We request your approval of the following amendment.

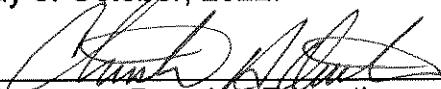
| | | |
|-----------------------------------|----|--------------------|
| <u>School Connectivity</u> | | |
| 1.6400.073.343 Telecommunications | \$ | <u>+ 20,950.00</u> |
| Total – School Connectivity | \$ | + 20,950.00 |

E. We have received an allotment revision and must increase our budget to reflect the allotment. We request your approval of the following amendment.

| | | |
|---|----|-------------------|
| <u>Feminine Hygiene Products Grant</u> | | |
| 1.5840.088.411Supplies & Materials | \$ | <u>+ 1,000.00</u> |
| Total – Feminine Hygiene Products Grant | \$ | + 1,000.00 |

3100.000 Revenue – State Public School Fund \$ -1,028,991.16

Passed by majority vote of the Board of Education of Camden County on the 13th day of October, 2022.



Chairman, Board of Education

Secretary, Board of Education

Attachment: School Budget Amendments (School Budget Amendments)



CAMDEN COUNTY
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Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 8.D
Meeting Date: November 07, 2022

Submitted By: Teri Smith,
Taxes
Prepared by: Teri Smith

Item Title **DMV Monthly Report**

Attachments: DMV MONTHLY REPORT DECEMBER, 2022 (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 December, 22 Renewals Due 1/15/23

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 |
| 32,910.71 | 31,626.73 | 18,670.44 | 83,207.88 |

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.

Rita S. Anderson

Tax Administrator of Camden County

Attachment: DMV MONTHLY REPORT DECEMBER, 2022 (DMV Monthly Report)



CAMDEN COUNTY

NORTH CAROLINA • USA

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Board of Commissioners AGENDA ITEM SUMMARY SHEET

Consent Agenda

| | |
|----------------------|---|
| Item Number: | 8.E |
| Meeting Date: | November 07, 2022 |
| Submitted By: | Lisa Anderson, Tax Administrator Taxes Prepared by: Karen Davis |
| Item Title | Pickups, Releases & Refunds |
| Attachments: | Pickups, Releases & Refunds (PDF) |

| NAME | REASON | NO. |
|-------------------------|---|---|
| | | |
| Diane Humphries Ferebee | Turned in Plates - Refund \$244.61 | Pick-up/23094 66627275 |
| Corky Morse | Adjustment - Refund \$232.44 | Pick-up/23089 R-15449-2022 |
| Steve Williams | Listed in Error - Release-Boat sold in 2015 \$382.35 | Pick-up/23088 P-13760-2016 P-14795-2017 P-15801-2018 P-17234-2019 P-18927-2020 P-20699-2021 P-22404-2022 |
| William Kai Coffey | Military Exempt - Refund \$394.41 | Pick-up/23087 5998230 |
| William Kai Coffey | Military Exempt - Refund \$141.51 | Pick-up/23086 59120200 |
| William Kai Coffey | Military Exempt - Release \$141.65 | Pick-up/23056 P-21302-2022 |
| Justin Thomas Schuyler | Turned in Plates - Refund \$130.75 | Pick-up/23051 6017145 |
| CS Renewables LLC | Adjustment - Refund \$691.81 | Pick-up/23052 R-153558-2022 |
| | | |
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| | | |

Attachment: Pickups, Releases & Refunds (Pickups, Releases & Refunds)



CAMDEN COUNTY

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Board of Commissioners AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 8.F
Meeting Date: November 07, 2022

Submitted By: Teri Smith,
Taxes
Prepared by: Teri Smith

Item Title **Refunds Over \$100.00**

Attachments: OCTOBER, 22 REFUNDS OVER \$100.00 (PDF)

Summary: Refunds Over \$100.00 for October, 2022

Recommendation: Review and Approve

ACS Tax System
10/31/22 16:04:54

REFUNDS OVER \$100.00
Refunds to be Issued by Finance Office

CAMDEN COUNTY

| Refund\$ | Remit To: | Reference: | Drawer/Transaction Info: |
|----------|--|--|--------------------------|
| 1,096.21 | DORNFRIED, BRANDI B 14736 LINKS POND RD GAINESVILLE VA 20155 | 2021 R 02-8936-00-90-8005.0000 Overpaid R133961/2021 | 20220929 69 268830 |
| 291.91 | 3D CUSTOM HOMES LLC 2520 CAROLINA ROAD CHESAPEAKE VA 23322 | 2022 R 03-8974-00-02-8932.0000 overpayment r160263 2022 | 20221017 1 269281 |
| 1,388.12 | Total Refunds | | *** |

Submitted by Lisa S. Anderson Date 10-31-22
Lisa S. Anderson, Tax Administrator Camden County

Approved by _____ Date _____
Ross Munro, Chairman Camden County Board of Commissioners

Attachment: OCTOBER, 22 REFUNDS OVER \$100.00 (Refunds Over \$100.00)



CAMDEN COUNTY
NORTH CAROLINA • USA

Boundless Opportunities.

Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 8.G

Meeting Date: November 07, 2022

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

Item Title **Tax Collection Reports**

Attachments: Tax Collection Report_August (PDF)
Tax Collection Report_September (PDF)



CAMDEN COUNTY
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Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 8.H
Meeting Date: November 07, 2022

Submitted By: Teri Smith,
Taxes
Prepared by: Teri Smith

Item Title **Vehicle Refunds Over \$100.00**

Attachments: Vehicle Refunds Over \$100_September 22 (PDF)
Vehicle Refunds Over \$100_October 22 (PDF)

REFUNDS OVER \$100.00



North Carolina Vehicle Tax System

NCVTS Pending Refund report

Refunds Over \$100.00 Sept, 22

| Payee Name | Primary Owner | Secondary Owner | Address 1 | Address 3 | Refund Type | Bill # | Plate Number | Status | Transaction # | Refund Description | Refund Reason | Create Date | Authorization Date | Tax Jurisdiction | Levy Type | Change | Interest Change | To Cha |
|---------------------------|---------------------------|--------------------------|-----------------------|--------------------------|---------------------|------------|--------------|------------|---------------|--|---------------|-------------|-----------------------|------------------|-----------|------------|-----------------|------------|
| BAUR, JEFFREY AARON | BAUR, JEFFREY AARON | BAUR, REBECCA LYN | 105 TAYLOR LEIGH DR | SOUTH MILLS, NC 27976 | Proration | 0053880514 | CL91020 | AUTHORIZED | 172838856 | Refund Generated due to proration on Bill #0053880514-2021-2021-0000-00 | Tag Surrender | 09/23/2022 | 9/26/2022 10:02:27 AM | 1843 | Tax | (\$158.60) | \$0.00 | (\$158.60) |
| BEEN, FRANCIS WALTER | BEEN, FRANCIS WALTER | BEEN, JEAN MARIE | 800 GILES CT | VIRGINIA BEACH, VA 23453 | Proration | 0064734870 | CL37347 | AUTHORIZED | 172838954 | Refund Generated due to proration on Bill #0064734870-2021-2021-0000-00 | Tag Surrender | 09/23/2022 | 9/26/2022 10:02:27 AM | 1843 | Tax | (\$100.23) | \$0.00 | (\$100.23) |
| CHEN, ERIKA PAIGE | CHEN, ERIKA PAIGE | | 1501 QUAIL POINT RD | VIRGINIA BEACH, VA 23454 | Proration | 0067569167 | KAP3634 | AUTHORIZED | 172838948 | Refund Generated due to proration on Bill #0067569167-2022-2022-0000-00 | Tag Surrender | 09/23/2022 | 9/26/2022 10:02:27 AM | 1843 | Tax | (\$217.96) | \$0.00 | (\$217.96) |
| COFFEY, WILLIAM KAI | COFFEY, WILLIAM KAI | | 126 DOCK LANDING LOOP | SOUTH MILLS, NC 27976 | Adjustment >= \$100 | 0059120200 | JAA5094 | PENDING | 173179558 | Refund Generated due to adjustment on Bill #0059120200-2021-2021-0000-00 | Military | 09/29/2022 | | 1843 | Tax | (\$139.90) | \$0.00 | (\$139.90) |
| COFFEY, WILLIAM KAI | COFFEY, WILLIAM KAI | COFFEY, JENNA LEIGH | 126 DOCK LANDING LOOP | SOUTH MILLS, NC 27976 | Adjustment >= \$100 | 0059948230 | BCN4146 | PENDING | 173179560 | Refund Generated due to adjustment on Bill #0059948230-2021-2021-0000-00 | Military | 09/29/2022 | | 1843 | Tax | (\$389.93) | \$0.00 | (\$389.93) |
| FAIVAE, LELANI HOPE | FAIVAE, LELANI HOPE | SOLOT, BENJAMIN LEWIS | 112 SMITH DR | CAMDEN, NC 27921 | Adjustment >= \$100 | 0062675145 | TBK2264 | AUTHORIZED | 171822856 | Refund Generated due to adjustment on Bill #0062675145-2021-2021-0000-00 | Military | 09/02/2022 | 9/6/2022 11:39:17 AM | 1843 | Tax | (\$116.32) | \$0.00 | (\$116.32) |
| MACALUSO, GEORGE | MACALUSO, GEORGE | MACALUSO, KATHLEEN ALICE | 2142 EDGEHILL RD | SALINA, KS 67401 | Proration | 0066147492 | JBS4254 | AUTHORIZED | 172838822 | Refund Generated due to proration on Bill #0066147492-2021-2021-0000-00 | Tag Surrender | 09/23/2022 | 9/26/2022 10:02:27 AM | 1843 | Tax | (\$515.74) | \$0.00 | (\$515.74) |
| SCHUYLER, JUSTIN THOMAS | SCHUYLER, JUSTIN THOMAS | | 129 DITCH BANK RD | SHAWBORO, NC 27973 | Proration | 0060171645 | CM80093 | AUTHORIZED | 173015976 | Refund Generated due to proration on Bill #0060171645-2021-2021-0000-00 | Tag Surrender | 09/27/2022 | 9/29/2022 1:50:29 PM | 1843 | Tax | (\$129.26) | \$0.00 | (\$129.26) |
| SMITH, TROY AUSTIN | SMITH, TROY AUSTIN | | 107 SHORE DR | SHILOH, NC 27974 | Proration | 0058719856 | 80SSMAN | AUTHORIZED | 172839004 | Refund Generated due to proration on Bill #0058719856-2021-2021-0000-00 | Tag Surrender | 09/23/2022 | 9/26/2022 10:02:27 AM | 1843 | Tax | (\$110.64) | \$0.00 | (\$110.64) |
| WEHRMANN, ZACHARY MICHAEL | WEHRMANN, ZACHARY MICHAEL | MACALUSO, GEORGE | 2142 EDGEHILL RD | SALINA, KS 67401 | Proration | 0065429811 | DLA5493 | AUTHORIZED | 172838830 | Refund Generated due to proration on Bill #0065429811-2021-2021-0000-00 | Tag Surrender | 09/23/2022 | 9/26/2022 10:02:27 AM | 1843 | Tax | (\$113.91) | \$0.00 | (\$113.91) |

Submitted by Lisa S. Anderson Date 10-11-22
 Lisa S. Anderson, Tax Administrator Camden County

Approved by Ross Munro Date _____
 Ross Munro, Chairman Camden County Board of Commissioners

Attachment: Vehicle Refunds Over \$100_September 22 (Vehicle Refunds Over \$100.00)

VEHICLE REFUNDS OVER \$100.00



North Carolina Vehicle Tax System

NCVTS Pending Refund report

October, 22 Refunds Over \$100.00

| Payee Name | Primary Owner | Secondary Owner | Address 1 | 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 | |
|----------------------------|----------------------------|----------------------|------------------|-----------------------|---------------------|------------|--------------|------------|---------------|--|---------------|-------------|-----------------------|------------------|-----------|------------|-----------------|--------------|----------|
| FEREBEE, DIANE HUMPHRIES | FEREBEE, DIANE HUMPHRIES | | PO BOX 110 | SHAWBORO, NC 27973 | Proration | 0066627275 | TKV9357 | AUTHORIZED | 173905254 | Refund Generated due to proration on Bill #0066627275-2021-2021-0000-00 | Tag Surrender | 10/12/2022 | 10/13/2022 8:10:56 AM | 1843 | Tax | (\$241.63) | \$0.00 | (\$241.63) | |
| | | | | | | | | | | | | | | 2 | Tax | (\$2.78) | \$0.00 | (\$2.78) | |
| | | | | | | | | | | | | | | | | | | Refund | \$244.41 |
| GLAVOCICH, NICHOLAS JOSEPH | GLAVOCICH, NICHOLAS JOSEPH | | 133 CULPEPPER RD | SOUTH MILLS, NC 27976 | Proration | 0068319932 | KCF1063 | PENDING | 175119744 | Refund Generated due to proration on Bill #0068319932-2022-2022-0000-00 | Tag Surrender | 10/31/2022 | | 1843 | Tax | (\$318.58) | \$0.00 | (\$318.58) | |
| | | | | | | | | | | | | | | 1 | Tax | (\$3.65) | \$0.00 | (\$3.65) | |
| | | | | | | | | | | | | | | | | | | Refund | \$322.93 |
| HARRIS, ELIZABETH SAWYER | HARRIS, ELIZABETH SAWYER | | 258 CULPEPPER RD | SOUTH MILLS, NC 27976 | Proration | 0065169900 | KF8916 | PENDING | 175119980 | Refund Generated due to proration on Bill #0065169900-2021-2021-0000-00 | Tag Surrender | 10/31/2022 | | 1843 | Tax | (\$204.63) | \$0.00 | (\$204.63) | |
| | | | | | | | | | | | | | | 1 | Tax | (\$2.35) | \$0.00 | (\$2.35) | |
| | | | | | | | | | | | | | | | | | | Refund | \$206.98 |
| HUGHES, ARIANA BEAUMONT | HUGHES, ARIANA BEAUMONT | | 121 GLEN DR | CAMDEN, NC 27921 | Proration | 0064968190 | TJX5765 | PENDING | 175119694 | Refund Generated due to proration on Bill #0064968190-2021-2021-0000-00 | Tag Surrender | 10/31/2022 | | 1843 | Tax | (\$121.79) | \$0.00 | (\$121.79) | |
| | | | | | | | | | | | | | | 3 | Tax | (\$1.40) | \$0.00 | (\$1.40) | |
| | | | | | | | | | | | | | | | | | | Refund | \$123.19 |
| STOUGH, HEATHER BRADY | STOUGH, HEATHER BRADY | STOUGH, BEAU JEFFREY | 102 PAMLICO DR | SHAWBORO, NC 27973 | Adjustment >= \$100 | 0058930238 | FEN5309 | AUTHORIZED | 173487368 | Refund Generated due to adjustment on Bill #0058930238-2021-2021-0000-00 | Military | 10/04/2022 | 10/13/2022 8:11:07 AM | 1843 | Tax | (\$227.33) | \$0.00 | (\$227.33) | |
| | | | | | | | | | | | | | | 3 | Tax | (\$2.61) | \$0.00 | (\$2.61) | |
| | | | | | | | | | | | | | | | | | | Refund | \$229.94 |
| WINTERS, JAMES KEVIN | WINTERS, JAMES KEVIN | | 101 SHEBA CT | SHAWBORO, NC 27973 | Proration | 0068471695 | KDC4704 | PENDING | 175119800 | Refund Generated due to proration on Bill #0068471695-2022-2022-0000-00 | Tag Surrender | 10/31/2022 | | 1843 | Tax | (\$270.43) | \$0.00 | (\$270.43) | |
| | | | | | | | | | | | | | | 3 | Tax | (\$3.11) | \$0.00 | (\$3.11) | |
| | | | | | | | | | | | | | | | | | | Refund | \$273.54 |

Submitted by Lisa S. Anderson Date 11-1-22
 Lisa S. Anderson, Tax Administrator Camden County

Approved by _____ Date _____
 Ross Munro, Chairman Camden County Board of Commissioners

Attachment: Vehicle Refunds Over \$100_October 22 (Vehicle Refunds Over \$100.00)



CAMDEN COUNTY
NORTH CAROLINA • USA

Boundless Opportunities.

Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 8.I
Meeting Date: November 07, 2022

Submitted By: Stephanie Jackson,
Finance
Prepared by: Karen Davis

Item Title **NCDOT Supplemental Funding Agreement**

Attachments: NCDOT Supplemental Funding Agreement (PDF)

Summary:

The Dismal Swamp Visitor Center received notification that they will receive supplemental funds in the amount of \$17,143 through the NC Department of Transportation, as approved by the General Assembly as part of the 2022-2023 Budget Bill.

NORTH CAROLINA
CAMDEN COUNTY

SUPPLEMENTAL AGREEMENT

DATE: 10/7/2022

NORTH CAROLINA DEPARTMENT OF
TRANSPORTATION

AND

WBS ELEMENTS: 42931

CAMDEN COUNTY

TOTAL SUPPLEMENTAL FUNDS [NCDOT PARTICIPATION] \$17,143

THIS AGREEMENT is made and entered into on the last date executed below, by and between the North Carolina Department of Transportation, an agency of the State of North Carolina, hereinafter referred to as the "Department", and Camden County, hereinafter referred to as the "Agency."

WITNESSETH:

WHEREAS, the Department and the Agency on 6/4/2021, entered into a certain Project Agreement allocating funding for the Dismal Swamp Canal Visitor Center located in Camden County North Carolina, programmed under WBS Element 42931; and,

WHEREAS, the General Assembly has approved as of the 2022-23 Budget Bill, an additional allocation of \$17,143 for the Agency; and,

NOW THEREFORE, the parties wish to supplement the aforementioned Agreement whereby the following provisions are amended:

1. OPERATION OF VISITOR CENTER

- D. The Secretary of Transportation has reserved the annual sum of \$160,000, from the Special Registration Plate Account (SRPA) and the Highway Trust Fund to assist in operating costs for the Visitor Center in Camden County. Upon receipt and approval by the Department's Roadside Environmental Unit of an invoice and all other required documents, the Department will disburse the payment of that funding to the Agency in quarterly payments beginning July

1 annually. An amendment will be added should this amount change prior to the completion of this agreement.

2. DISBURSEMENT OF FUNDS GUIDANCE

- C. No additional funds will be paid to the Agency for any fiscal year for expenditures exceeding \$160,000. If the audited approved expenditures for any fiscal year are less than \$160,000, the Agency shall refund the difference to the Department within sixty (60) days of notification from the Department of monies due or the Department may deduct it from the Agencies next payment. The Department shall charge a late payment penalty and interest on any unpaid balance due, in accordance with G.S. 147-86.23.

3. TIME FRAME

Subject to the provisions stated herein, the Agreement becomes effective the date of execution, and remains in effect until June 30, 2024, concurrent with the original Agreement.

Except as hereinabove provided, the Agreement heretofore executed by the Department and the Agency on 6/4/2021, is ratified and affirmed as therein provided.

IN WITNESS WHEREOF, this Agreement has been executed, in duplicate, the day and year heretofore set out, on the part of the Department and the Agency by authority duly given.

L.S. ATTEST: CAMDEN COUNTY

BY: _____ BY: _____

TITLE: _____ TITLE: _____

DATE: _____ DATE: _____

NCGS 133-32 and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

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

(SEAL)

Stephame Jackson
(FINANCE OFFICER)

Federal Tax Identification Number
56-6000282

Remittance Address:

Camden County
P. O. Box 190
Camden, NC 27921

DEPARTMENT OF TRANSPORTATION
BY: _____
(CHIEF ENGINEER)
DATE: _____

APPROVED BY BOARD OF TRANSPORTATION ITEM O: _____ (Date)



CAMDEN COUNTY
NORTH CAROLINA • USA

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**Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Information, Reports & Minutes From Other Agencies

Item Number: 11.A
Meeting Date: November 07, 2022

Submitted By: Tammie Krauss, Register of Deeds
Register of Deeds
Prepared by: Karen Davis

Item Title **Register of Deeds Report**

Attachments: Register of Deeds Report (PDF)

Camden County Register of Deeds: Tammie Krauss
September 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 |
|--------------|-------------------|-------------------|-------------------|--------------------|------------|-----------|----------------|-------------|--------------|
| 09/01/22 | \$ 5.00 | \$ 30.00 | | | \$ 2.31 | \$ 10.42 | \$ 12.40 | \$ 93.87 | \$ 154.00 |
| 09/02/22 | \$ 5.00 | \$ 30.00 | | | \$ 5.99 | \$ 34.37 | \$ 24.80 | \$ 298.84 | \$ 399.00 |
| 09/06/22 | \$ 10.00 | \$ 60.00 | | | \$ 5.02 | \$ 23.87 | \$ 31.00 | \$ 204.51 | \$ 334.40 |
| 09/07/22 | \$ - | \$ - | \$ 431.20 | \$ 448.80 | \$ 0.78 | \$ 3.88 | \$ 12.40 | \$ 34.94 | \$ 932.00 |
| 09/08/22 | | | \$ 1,234.80 | \$ 1,285.20 | \$ 4.44 | \$ 26.36 | \$ 43.40 | \$ 221.80 | \$ 2,816.00 |
| 09/09/22 | \$ - | \$ - | \$ 472.36 | \$ 491.64 | \$ 4.68 | \$ 29.71 | \$ 31.00 | \$ 246.61 | \$ 1,276.00 |
| 09/12/22 | \$ - | \$ - | \$ - | \$ - | \$ 6.52 | \$ 38.13 | \$ 62.00 | \$ 327.75 | \$ 434.40 |
| 09/13/22 | | | | | \$ 4.12 | \$ 25.03 | \$ 31.00 | \$ 214.85 | \$ 275.00 |
| 09/15/22 | | | \$ 335.16 | \$ 348.84 | \$ 2.52 | \$ 13.96 | \$ 31.00 | \$ 120.52 | \$ 852.00 |
| 09/16/22 | \$ 5.00 | \$ 30.00 | \$ 343.00 | \$ 357.00 | \$ 3.53 | \$ 18.82 | \$ 18.60 | \$ 159.05 | \$ 935.00 |
| 09/19/22 | | | | | \$ 1.97 | \$ 12.26 | \$ 12.40 | \$ 104.97 | \$ 131.60 |
| 09/20/22 | | | \$ 44.10 | \$ 45.90 | \$ 2.74 | \$ 16.58 | \$ 24.80 | \$ 138.88 | \$ 273.00 |
| 09/21/22 | | | \$ 90.16 | \$ 93.84 | \$ 4.54 | \$ 25.90 | \$ 49.60 | \$ 222.76 | \$ 486.80 |
| 09/22/22 | \$ - | \$ - | \$ 681.10 | \$ 708.90 | \$ 7.71 | \$ 49.29 | \$ 24.80 | \$ 432.20 | \$ 1,904.00 |
| 09/23/22 | \$ 5.00 | \$ 30.00 | \$ 259.70 | \$ 270.30 | \$ 3.96 | \$ 21.70 | \$ 18.60 | \$ 184.74 | \$ 794.00 |
| 09/26/22 | | | \$ 529.20 | \$ 550.80 | \$ 4.42 | \$ 26.28 | \$ 37.20 | \$ 226.10 | \$ 1,374.00 |
| 09/27/22 | | | \$ 31.36 | \$ 32.64 | \$ 1.80 | \$ 11.11 | \$ 12.40 | \$ 94.69 | \$ 184.00 |
| 09/28/22 | \$ 5.00 | \$ 30.00 | \$ 73.50 | \$ 76.50 | \$ 3.90 | \$ 20.67 | \$ 24.80 | \$ 175.63 | \$ 410.00 |
| 09/29/22 | \$ 5.00 | \$ 30.00 | \$ 502.25 | \$ 522.75 | \$ 3.60 | \$ 18.69 | \$ 24.80 | \$ 157.91 | \$ 1,265.00 |
| 09/30/22 | \$ 5.00 | \$ 30.00 | \$ 973.63 | \$ 1,013.37 | \$ 6.87 | \$ 39.23 | \$ 49.60 | \$ 327.30 | \$ 2,445.00 |
| | | | | | | | | | \$ - |
| | | | | | | | | | 0.00 |
| | | | | | | | | | 0.00 |
| | | | | | | | | | \$ - |
| TOTAL | \$ 45.00 | \$ 270.00 | \$ 6,001.52 | \$ 6,246.48 | \$ 81.42 | \$ 466.26 | \$ 576.60 | \$ 3,987.92 | \$ 17,675.20 |

Attachment: Register of Deeds Report (Register of Deeds Report)

Ledger Report Fee Distribution
TAMMIE KRAUSS, REGISTER OF DEEDS
Camden, NC

Date Range From Thursday, September 01, 2022 to Friday, September 30, 2022

| Name | Amount |
|--------------------------------------|--------------------|
| NC Children's Trust Fund | \$45.00 |
| NC Domestic Violence Fund | \$270.00 |
| State Revenue Stamp | \$6,001.52 |
| County Revenue Stamp | \$6,246.48 |
| Land Transfer Fee | \$0.00 |
| Floodplain Map Fund | \$0.00 |
| Supplemental Retirement | \$81.42 |
| ROD Automation Fund | \$466.26 |
| Dept Of Cultural Resources | \$0.00 |
| Vital Records Fund | \$0.00 |
| State General Fund | \$0.00 |
| State Treasurer Amount | \$576.60 |
| ROD General Fund | \$3,987.92 |
| Total Distribution For Period | \$17,675.20 |
| Cash Total | \$725.20 |
| Check Total | \$16,447.00 |
| Pay Account Total | \$503.00 |
| ACH Total | \$0.00 |
| Escrow Account Total | \$0.00 |
| Overpayment Total | \$0.00 |
| Total Deposit For Period | \$17,675.20 |

Attachment: Register of Deeds Report (Register of Deeds Report)



CAMDEN COUNTY
NORTH CAROLINA • USA

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**Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

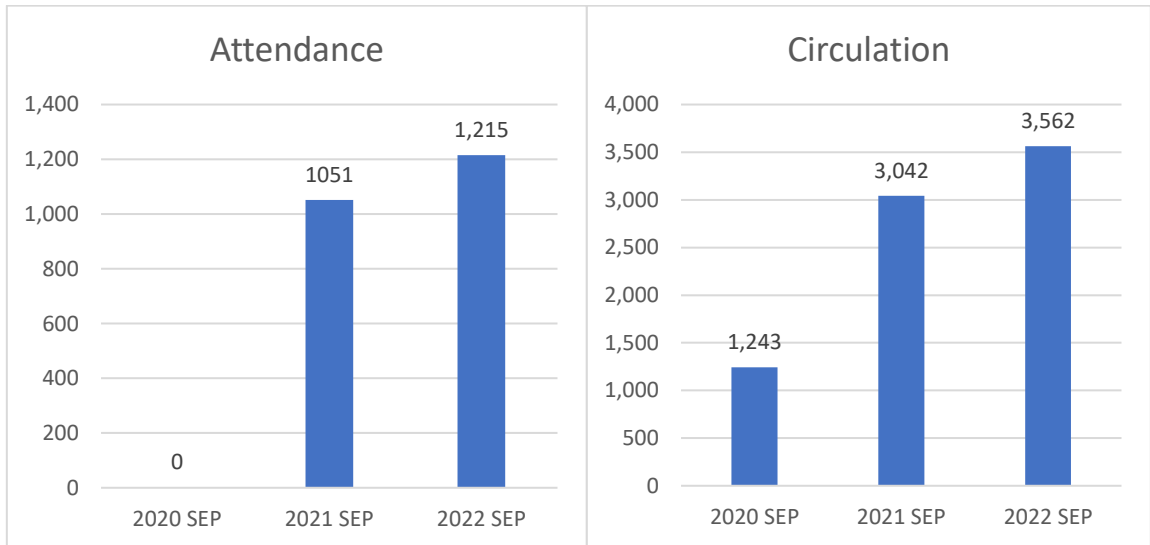
Information, Reports & Minutes From Other Agencies

| | |
|----------------------|---|
| Item Number: | 11.B |
| Meeting Date: | November 07, 2022 |
| Submitted By: | Kim Perry, Library Prepared by: Kim Perry |
| Item Title | Library Report 9/2022 |
| Attachments: | 22-09 (DOCX) |

Camden County Public Library September 2022 Statistics

| | |
|---------------------------------|---------|
| Visitor Count | 1,215 |
| Materials Check Outs & Renewals | 3,562 |
| Computer/ Wireless Use | 201/107 |
| Questions Answered | 261 |
| Children’s Programs/Attendance | 13/119 |
| Adult Programs/Attendance | 2/11 |
| Outreach Programs/Attendance | 1/17 |
| Study Room Usage/Attendance | 14/25 |
| Meeting Room Usage/Attendance | 3/29 |
| Days/Hours Open | 29/246 |
| # Items in Collection | 20,219 |
| Library Card Holders | 3,142 |

Comparison by Year 2020-2022



Attachment: 22-09 (Library Report)