



AGENDA

TOWN OF NAGS HEAD PLANNING BOARD
NAGS HEAD MUNICIPAL COMPLEX – BOARD ROOM

TUESDAY, OCTOBER 21, 2025; 9:00 AM

REGULAR SESSION

A. CALL TO ORDER

B. APPROVAL OF AGENDA

C. PUBLIC COMMENT/AUDIENCE RESPONSE

D. APPROVAL OF MINUTES

1. September 16th, 2025

E. ACTION ITEMS

1. Consideration of a Vested Right/Special Use/Site Plan Amendment submitted by Albemarle & Associates, Ltd. On behalf of Nags Head Church for expansion of the parking lot.
2. Consideration of a Site Plan Amendment submitted by Albemarle & Associates, Ltd. On behalf of Coastal Bluewater Capital, LLC and TW's Outdoor Outfitters for expansion of storage space between the existing retail store and the existing storage building.
3. Consideration of a Site Plan Amendment submitted by Albemarle & Associates, Ltd. On behalf of Golasa Holdings and Outer Banks Sports Club for expansion of the fitness gym to include a two-story addition, outdoor gym area, and tennis court.
4. Initiation and consideration of text amendments to the Unified Development Ordinance, Flood Damage Prevention ordinance to revise and clarify the Town's elevation standards and required freeboard.

F. REPORT ON BOARD OF COMMISSIONERS ACTIONS

1. October 1st, 2025

G. TOWN UPDATES - AS REQUESTED

H. DISCUSSION ITEMS

1. Planning & Development Director's Report, October 1st, 2025

I. PLANNING BOARD MEMBERS' AGENDA

J. PLANNING BOARD CHAIRMAN'S AGENDA

K. ADJOURNMENT

**Town of Nags Head
Planning Board
September 16, 2025**

The Planning Board of the Town of Nags Head met on Tuesday, August 19th, 2025, in the Board Room at the Nags Head Municipal Complex.

Planning Chair Megan Vaughan called the meeting to order at 9:00 a.m. as a quorum was present.

Members Present

Megan Vaughan, Meade Gwinn, David Elder, Molly Harrison, David Thompson, Basil Belsches, Brad Carey

Members Absent

None

Others Present

Kelly Wyatt, Joe Costello, Lily Nieberding, Andy Garman

Approval of Agenda

Chair Vaughan asked to amend the agenda to move up the CORD Discussion before the Action Items. She then called for a motion to approve the agenda as amended. David Elder moved to approve the agenda as presented, Meade Gwinn seconded, and the motion passed by unanimous vote.

Public Comment/Audience Response

None

Approval of Minutes

Chair Vaughan asked for a motion to approve the minutes of the August 19th, 2025, meeting. David Elder moved to approve the minutes as presented; Molly Harrison seconded, and the motion passed unanimously.

Discussion Items

Continued discussion of the Commercial Outdoor Recreation Overlay District, including an update from the Outer Banks Visitors Bureau on the Soundside Event Site Boardwalk and discussion with property owners on ways to strengthen and enhance this district.

Lee Nettles, Executive Director of the Outer Banks Visitors Bureau, presented an update on the Event Site Boardwalk project. Mr. Nettles shared renderings of the boardwalk design, which includes an archway entrance paying homage to the original sign leading into the Outer Banks. The boardwalk will extend over the sound with 8-foot-wide walkways (9 feet including railings) and will include three observation decks, a gazebo of approximately 2,000 square feet, and a pergola leading to boat slips.

Mr. Nettles explained that the boardwalk was designed to avoid interfering with existing uses such as kiteboarding and sailing. He mentioned that there were some design challenges regarding handrails for the kiteboarding area. The project aims to get people out over the sound with interpretive panels to foster appreciation of the natural environment.

The boardwalk project received CAMA approval in late 2024, with bids approved by the Tourism Board. Funding comes from the Tourism Board's restricted fund budget, which received Dare County Commissioners' consent on September 3rd of 2025. Contracts have been signed with Millstone Marine Construction, with completion expected within 150 days (by the end of February 2026).

Mr. Nettles also addressed questions regarding boat slips, confirming for Ms. Harrison that seven slips are planned. When asked about potential commercial use of the site, he noted that there has been no conversation about this but did mention the possibility of a water shuttle service between the site and Festival Park through Manteo Harbor.

Mr. Thompson noted that there is something similar in Virginia between Norfolk and Portsmouth and it is well utilized. The Board agreed that this could be a positive draw with Chair Vaughan noting that it would help alleviate traffic during events.

Mr. Nettles confirmed for Mr. Carey that although the pickleball courts were approved as part of the site plan, Dare County has decided not to move forward with them at this time.

Regarding future plans, Mr. Nettles explained that while they previously had fully conceived renderings for a sports and events complex, funding limitations have put that on hold. He noted they would like to see improvements in connectivity throughout the site, including an interior road connecting different parts of the property without requiring visitors to use the bypass.

Deputy Planning Director Joe Costello then presented an existing conditions report for the Commercial Outdoor Recreation Overlay District (CORD). He explained that the district, which extends from Forrest Street to Fishing Unlimited, is entirely zoned C-2 and allows uses not permitted elsewhere in town.

Mr. Costello noted that the town's Comprehensive Plan envisions this area as a place where people can park and enjoy walking and biking, with mixed-use development including dining and boutique shopping. The plan recommends connections between the Soundside activity node and the Whalebone activity node.

Mr. Costello presented conceptual rendering showing potential connections between sites and how the area could be enhanced with shade trees, public art, and a more pedestrian-friendly environment. He explained that while they can't remove uses from the zoning without property owner approval due to SB 382, they could potentially allow commercial mixed uses in group developments, permitting outdoor uses alongside retail or restaurants.

Town Manager Andy Garman informed the Board that the Town has a state trails grant for designing additional pedestrian facilities, including paths from Jockey's Ridge State Park to Soundside Road, from Seachase Drive to the southern end of the Village, and from Gulf Street to Gray Eagle Street. Mr. Garman noted that the Town is also exploring traffic lights at Lakeside Street and at the Event Site.

Property owner Bryan Wilson of Miller's Waterfront Restaurant and Schavinger's Water Sports expressed strong support for the boardwalk concept, noting that it would benefit both tourists and locals. He mentioned that having safe outdoor areas would enhance the community and provide access to enjoy the sunsets. Mr. Wilson also inquired about the plans for lighting the boardwalks for safety reasons. Mr. Wilson confirmed for the Board that the boat slips at his restaurant are primarily used by locals who know the waters.

Joanna Tucker, General Manager for the Keith Corporation (new owners of Outlets Nags Head), stated that ownership would be "extremely supportive" of connecting the outlets to the event site via boardwalk. She noted that the outlets already serve as overflow parking for events, and a boardwalk connection would provide safer access between the locations.

Mary Kelley, a Nags Head resident, raised safety concerns about children on the boardwalk and asked about liability, railings, and fishing regulations. Mr. Nettles confirmed that the Tourism Bureau would carry liability insurance for the boardwalk and would be in charge of ensuring cleanliness. Mr. Garman noted that regulations for the boardwalk would need to be established, and Mr. Nettles and the Board agreed that consideration will need to be given to manage conflicting interests.

Action Items

Consideration of proposed text amendments to the Unified Development Ordinance as it relates to proposed updates to the Town's Crowd Gathering Permit process.

Planning Director Kelly Wyatt presented proposed text amendments to the Unified Development Ordinance regarding updates to the Town's crowd gathering permit process. She explained that the amendments stem from observations of permitted events that generated larger impacts on public safety and public services than anticipated.

Ms. Wyatt clarified that Chapter 4 of the Town Code, which regulates crowd gathering activities, is not part of the UDO and doesn't require the same public hearing process for changes. However, there are two sections being proposed for amendment in the UDO:

1. Regulations for the designated public event site (Soundside Event Site), including aligning the application timeline with the crowd gathering permit process instead of the current 14-day minimum.
2. Updates to definitions of "outdoor place of amusement and outdoor entertainment" and "place of amusement and entertainment," which are outdated terms referring to "beer halls" and "billiard halls" dating back to the 1970s-80s.

Ms. Wyatt explained that the proposal would eliminate the outdated section in Chapter 4 and shift it to the UDO, while preserving important regulations such as hours of operation (no operation between midnight and 7 AM).

Mr. Belsches asked about "offshoot demonstrations" mentioned in the staff report. Ms. Wyatt explained these were unpermitted gatherings that tend to occur before or after the actual permitted events, such as mini car shows popping up in shopping center parking lots following the Rod and Custom car show at the event site.

When asked about recently held events at Dowdy Park, Ms. Wyatt clarified that these had gone through the proper permitting process, though in some cases the actual attendance and impact were larger than represented on the permit applications.

Following brief further discussion, David Elder moved to recommend approval of the text amendments as presented. David Thompson seconded, and the motion passed by unanimous vote.

Report on Board of Commissioners Actions – September 3rd, 2025

Ms. Wyatt provided a brief report on the Board of Commissioners' actions from their September 3rd meeting. Of note, Ms. Wyatt introduced a Proclamation for Septic Smart Week (September 15-19), the Board approved the Consent Agenda which included a request for public hearing on UDO text amendments related to parking reduction; the Board held a Public hearing on a text amendment for townhouses to reduce separation between buildings from 20 to 10 feet, which was unanimously denied following the Planning Board's recommendation; Ms. Wyatt presented her Planning Director's report, highlighting Dowdy Park events organized by Event Coordinator Paige Griffin; Mr. Costello gave a Presentation on the Estuarine Shoreline Management Plan, and the Board approved the Town Manager and Deputy Planning Director to act as agents for the hazard mitigation grant program.

Town Updates

None

Discussion Items (Cont'd)

Discussion of multi-family dwelling development as an accessory to commercial development.

Ms. Wyatt reintroduced the topic of multi-family dwelling development as an accessory to commercial development, which had been previously discussed by the Board. She explained that while the Town had developed regulations for multi-family development on vacant lots, they wanted to address how to allow multi-family on existing commercial sites.

Ms. Wyatt presented two options that had been considered:

1. Providing a static number of units allowed for commercial developments
2. Applying a floor area ratio similar to what was established for multi-family development

Ms. Wyatt explained that the Town already allows commercial with accessory residential, (up to two units per commercial use), and Farm Dog Surf School most recently had successfully implemented this model for staff housing.

She then presented an example of how the floor area ratio method could potentially allow up to 59 units at the Shops at 10.5. Ms. Wyatt agreed with Ms. Harrison that parking, septic and other requirements would likely reduce that number. Ms. Wyatt also agreed that they will need to tighten up the language to ensure that any housing is for those working for the businesses, maybe through deed restrictions.

Ms. Wyatt confirmed for Chair Vaughan that there has been interest in the small multi-family option since the ordinance was adopted, including one property owner interested in workforce housing. Board members acknowledged the importance of addressing workforce housing needs and agreed that the topic warranted further discussion at future meetings.

Planning & Development Directors Report, September 3rd, 2025.

Ms. Wyatt reported that the Town has an intern working with the Septic Health Program for the next few months. The intern will be helping with public engagement efforts to promote the program and septic inspections.

Ms. Harrison asked about tracking septic maintenance activities in the town. Ms. Wyatt explained that the Town is only aware of septic maintenance done through their program, and while they've discussed creating brochures for septic companies to distribute to customers in Nags Head, they don't currently have a comprehensive tracking system for all septic activities.

Planning Board Members' Agenda

Mr. Belsches suggested that all speakers at the podium should introduce themselves for the benefit of guests and online viewers. Chair Vaughan agreed this would improve transparency.

Planning Board Chairman's Agenda

None

Adjournment

A motion to adjourn was made by David Elder. The time was 10:46 AM.

Respectfully submitted,
Lily Campos Nieberding



AGENDA ITEM SUMMARY

Town of Nags Head Planning Board

REGULAR SESSION: October 21, 2025

AGENDA ITEM E.1.

Consideration of a Vested Right/Special Use/Site Plan Amendment submitted by Albemarle & Associates, Ltd. On behalf of Nags Head Church for expansion of the parking lot.

Prepared by

Kelly Wyatt, Planning Director

Reviewed by

Kelly Wyatt

Staff Comments/Recommendation

Based upon Staff's review of the proposal, staff recommends approval of the Vested Right/Special Use Permit/Site Plan Amendment as presented. Staff would note that efforts should be made to preserve as much existing, mature vegetation as possible, especially Live Oaks, the Town Tree.

Specific Action Requested

This item is provided for Board review and approval.

Summary

GENERAL INFORMATION

Applicant: Albemarle & Associates, Ltd. on behalf of Nags Head Church, Inc.

Application Type: Vested Right/Special Use/Site Plan Amendment.

Purpose/Request: Expansion of Nags Head Church Parking Lot and relocation of existing storage shed.

Property Location: 105 West Soundside Road, Nags Head.

Existing Land Use: Religious Complex.

Zoning Classification of Property: R-2, Medium Density Residential Zoning District.

Zoning Classification of Surrounding Properties: The property to the north directly across Soundside Road is zoned SPD-20, Special Planned Development-20 and is developed residentially. Property to the south is zoned R-2, Medium Density Residential and is developed residentially (Coastal Villas and Southridge Subdivision). Property to the west is zoned R-2, Medium Density Residential and developed residentially. Property to the east, directly across US Hwy 158 is zoned C-5, Historic Character Commercial and developed commercially (Mulligans Restaurant).

Flood Hazard Zone of Property: Portions of this property are located within a Shaded X Flood Zone. Per the Town of Nags Head local ordinance, the property is subject to a Regulatory Flood Protection Elevation (RFPE)/Local Elevation Standard (LES) of 9 feet. Because the existing shed exceeds 300 square feet, the first floor of the relocated shed must be elevated above the 9-foot RFPE. However, if the applicant removes the existing shed and installs a new shed under 300 square feet, elevation above 9 feet is not required. In that case, the shed must be

constructed with salt-treated materials and include properly installed hydrostatic flood vents.

Land Use Plan Map/Policies: The 2017 Comprehensive Plan Future Land Use Map classifies this property as Residential and is within the Historic Character Area. This proposal is consistent with this land use classification and stated Land Use Policies, noting that preservation of natural vegetation, topography and maintaining open space and view sheds are key elements of preserving the Historic Character Area.

SPECIFIC INFORMATION

Applicable Zoning Regulations:

- Use Regulations: Section 6.6, Table of Uses and Activities lists “Religious Complex” as a Special Use within the R-2, Medium Density Residential District, with supplemental regulations set forth in Section 7.45. Section 4.5, Applications Reviewed by the Planning Board and Board of Commissioners, states that Board of Commissioners approval upon Planning Board review and recommendation applies to Major Site Plan requests. A Major Site Plan is any scope of work beyond what can be approved administratively as a Minor Site Plan, noted in Section 4.4 of the Unified Development Ordinance. The scope of work associated with this request requires it to be considered as a Major Site Plan review.
- Lot Coverage: Total allowable lot coverage for this site is 30% but may be increased to 45% with stormwater management facilities designed to retain and infiltrate the two-inch storm event. Proposed lot coverage is 22.9% and is therefore compliant.
- Height and Architectural Design: The proposed request for expansion of the parking lot and relocation of the storage shed does not necessitate any revisions to these review criteria.
- Parking: Pursuant to Article 10, Table 10-2, Required Parking by Use, the Religious Complex shall provide one parking space for each 4 seats in the sanctuary. A total of 97 parking spaces are required for this use and 97 parking spaces currently exist. There is no proposed expansion of seating in the sanctuary requiring this parking expansion. The applicant has noted in the application narrative that while the existing parking lot meets the minimum town zoning requirements, they have found there is a need to expand their parking capacity due to an overlap of parishioners in the facility between masses.

Section 10.92.14.4 of the UDO, Surface Materials, requires a minimum of twenty (20) percent of the surface area of the parking area and drive aisles to be constructed of permeable surface material. The parking lot expansion is resulting in an additional 21,880 square feet of coverage. Of that area, 23.4% is proposed to be in a permeable surface material.

- Buffering and Landscaping: Several sections of the Unified Development Ordinance speak to Buffering and Landscaping as it applies throughout this proposed site:
 - Section 10.92.6.2 of the UDO, Parking and Drive Aisle Setbacks, requires that where off-street parking is provided between the building and the street right-of-way line, a parking lot buffer of at least ten (10) feet in width shall be provided between the parking lot and the street right-of-way. A compliant 10-foot-wide buffer has been shown between the proposed new parking area in the northwest corner, adjacent to Soundside Road.
 - Section 10.93.3.2 of the UDO, Commercial Transitional Protective Yards, requires increased landscaping to be provided and maintained when non-residential land uses are adjacent to a residential use or residential zoning district. This protective landscape buffer is required to be ten (10) feet in width with two rows of acceptable plant material. The properties to the west, as well as those to the north and south of the proposed parking area and the paved access to the stormwater basin and relocated shed, are residential. Therefore, these areas must either preserve existing mature vegetation or install new

plantings consistent with the transitional protective yard requirements. A note reflecting this has been included on the landscape plan.

- Section 10.93.3.7 of the UDO, Interior Parking Lot Landscaping, requires parking lot landscaping be provided at a minimum rate equal to ten percent of the total area of the parking spaces. The minimum area necessary for compliance is 2,611 square feet of vegetation. They are proposing 2,961 square feet of vegetation, approximately 11.3%. Therefore, the interior parking lot landscaping is compliant.
- Section 10.93.3.8 of the UDO, Vegetation Preservation/Planting Requirements, requires that new development projects either preserve a minimum of ten (10) percent of the lot's total area with existing natural vegetation and/or dune elevations or plant new vegetation in lieu of preservation. When existing vegetation cannot be preserved, the planting of a minimum of fifteen (15) percent of the lot's total area shall be required. Over 48% of the total lot area will remain undisturbed and all existing, mature vegetation will remain onsite.
- Lighting: The proposed lighting plan has been reviewed and found to be in compliance with the requirements of Article 10, Part IV of the Unified Development Ordinance (UDO). In addition, a light audit will be required prior to issuance of occupancy permits.
- Signage: No additional signage is being proposed at this time.

Water and Sewage Disposal: The Dare County Environmental Health Department has reviewed and approved the proposal as presented (DCHD Approval Attached).

Traffic Circulation: Traffic circulation has been reviewed and approved by the Town Engineer as proposed.

Stormwater Management: Stormwater management has been reviewed and approved by the Town Engineer as proposed.

Fire: The project will be required to comply with all applicable NC Fire Prevention Code requirements as part of the development permit application review and issuance.

Public Services: The Public Services Director has reviewed and approved the proposed site plan amendment as presented.

ANALYSIS

Staff finds that the proposal is consistent with the applicable use and development standards as well as relevant land use policies.

While not specifically required of the Planning Board, pursuant to Section 3.8.4.6 of the Unified Development Ordinance the Board of Commissioners shall issue a Special Use Permit if it has evaluated an application through a quasi-judicial process and determined that:

1. The use will not materially endanger public health and safety if located where proposed and developed according to the plan as submitted.
2. The use, as proposed, will not overburden the firefighting capabilities and the municipal water supply capacity of the Town as such facilities and capabilities will exist on the completion date of the conditional use for which application is made.
3. The conditional use will be in harmony with the existing development and uses within the area in which it is to be located.

4. Adequate utilities, access roads, drainage, parking, or necessary facilities have been or are being provided.
5. Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.

Attachments

1. NH Church Parking Expansion PB Attachments



February 16, 2023

Town of Nags Head Planning Department
PO Box 99
Nags Head, NC, 27959

ATTN: Kelly Wyatt

**RE: Nags Head Church Parking Lot Expansion
Site Plan Submittal for TRC Review**

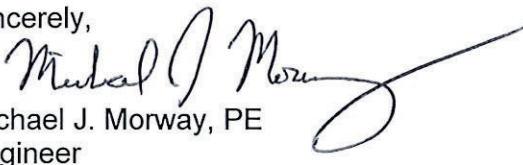
Dear Ms. Wyatt:

Please find the attached site plan submittal for the expansion of the parking lot at the Nags Head Church. The church intends to increase the number of parking spaces on site due to an overlap in parishioners between masses. This will require the relocation and expansion of the stormwater infiltration basin on the west side as well as enclosing this section of the existing drainage ditch that traverses the property. Permeable pavers are being used for over 20% of the new pavement. No modifications to the existing building or septic system are being included with this project. This submittal includes the following items:

- Site Plan Review Application & Checklist for Conditional Uses
 - Attachment for additional adjacent property owners
- Application fee (Conditional Use / Vested Rights) - \$400.00
- Stormwater Management Report
- Dare County Health Department Permit
- Plans (5 copies)
 - C100 – Overall Site Plan (02/15/2023)
 - C101 – Demolition & E&SC Plan (02/15/2023)
 - C201 – Site and Landscape Buffer Plan (02/15/2023)
 - C202 – Lighting Plan (02/15/2023)
 - C203 – Site Details
 - C301 – Grading and Drainage Plan

If you have any questions pertaining to this site, please do not hesitate to contact me at 252-441-2113.

Sincerely,


Michael J. Morway, PE
Engineer

cc: File 07356J2
Nags Head Church Inc.

Land Planning – Engineering – Environmental – Construction Management
P.O. Box 3989, 115 W. Saint Clair St., Kill Devil Hills, North Carolina 27948
North Carolina License No. C-1027
Phone: 252-441-2113 www.AlbemarleAssociates.com Fax: 252-441-0965



TOTAL PROPOSED SQUARE FOOTAGE _____ x .50 = \$ _____ +

SPECIAL USE ☐ (\$500.00)

(Optional) VESTED RIGHT ☐ (no fee)

= TOTAL FEE DUE _____

TOWN OF NAGS HEAD

DATE RECEIVED _____

SITE PLAN REVIEW APPLICATION & CHECKLIST FOR SPECIAL USES

1. LOCATION AND ZONING INFORMATION

- A. PROJECT TITLE Nags Head Church Expansion
- B. STREET ADDRESS 105 West Soundside Road
- C. SUBDIVISION Gertrude G Sucro
- LOT(S) N/A BLOCK N/A SECTION N/A
- D. PRESENT ZONING R-2
- E. PRESENT USE Religious Center
- F. EXISTING NONCONFORMITIES None
- G. ABUTTING PROPERTY ZONING R-2, SPD-20 (across Soundside Rd) & C-2 (across US-158)
- H. ABUTTING PROPERTY USE vacant & Residential (north), Residential (south & west),
vacant & Restaurant (east)

2. CERTIFICATION AND STANDING

- A. As applicant of standing of the above-named project, I certify that the information on this checklist and the site plan is complete and accurate.

Terry Moore 9/14/25
OWNER ☐ AGENT ☒ CONTRACT ☐
PURCHASER ☐

- B. APPLICANT/DEVELOPER: NAME Nags Head Church, Inc
ADDRESS P.O. Box 302, Nags Head, NC, 27959
TELEPHONE _____
- C. CONTACT PERSON: NAME Nags Head Church / Terry Moore, Executive Pastor
ADDRESS P.O. Box 302, Nags Head, NC, 27959
TELEPHONE 252-305-7328

3. ADJACENT OWNERSHIP INFORMATION (TO BE SHOWN ON SITE PLAN)

- NAME/ADDRESS (N) North Carolina State Property Office (PO Box 629, Raleigh, NC 27602)
- NAME/ADDRESS (S) Nags Head Construction (PO 16472, Chesapeake, VA, 23328)
- NAME/ADDRESS (E) Real Estate 4005 LLC (441 Meeting St Apt 342, Charleston, SC, 29403)
- NAME/ADDRESS (W) Genesis Jimenez (121 West Soundside Road, Nags Head, NC, 27959)

(If additional space is needed, please attach separate sheets.)
Additional attached.

	YES	COMMENT
3. Flood zone(s) as determined by latest FEMA Flood Insurance Rate Map, with notation, "flood zone subject to change by FEMA."	y	
4. All underground utilities and facilities including gasoline tanks and existing septic facilities (including tanks and fields).	y	
5. If the lot is within an ocean hazard Area of Environmental Concern, the location of the first line of stable natural vegetation, the CAMA setback line, and contour lines at 2-foot intervals depicting any dunes located within an oceanfront AEC that are to be disturbed by construction.	n/a	
6. The location of any marsh areas or estuarine waters or US Army Corps of Engineers 404 wetlands within or abutting the lot.	n/a	
7. If the lot is within the small surface water supply watershed AEC (within 1,200 feet from the Fresh Water Pond), the distance between the pond and proposed septic or sewage treatment system.	n/a	
8. Percentage of site to be included in calculation for undisturbed vegetation preservation compliance in Article 10, Part I of the Unified Development Ordinance.	y	
C. Site improvements in accordance with regulations of state of North Carolina, Dare County, and Town of Nags Head		
1. Proposed building type (e.g., concrete or frame), number of floors and dimensions.	y	
2. Proposed building elevations of all sides of building labeled in accordance with proposed architectural design criteria of Article 10, Part VI of the UDO.	y	
3. Total height and number of stories of proposed structure(s). If increased height is being proposed in conjunction with increased setbacks, show increase allowed in tabular form on plan. Note definition of height in Appendix A of the Unified Development Ordinance.	y	
4. Existing and proposed ground elevations at the corners of proposed structure(s).	y	
5. Sanitary sewer facilities with connection to sewer system or septic tank.	y	
6. Approximate locations of proposed underground utilities and any necessary easements.	y	
7. Screened dumpster pad(s) accessible to left-side loaders and sized in accordance with the Town Code of Ordinances.	y	
8. Proposed fire hydrants and extensions of water distribution lines.	n/a	
9. Location and height of proposed free-standing signs. See requirements of Article 10, Part III of the Unified Development Ordinance.	y	
10. Location of all sidewalks, curbs, drives, and parking within the site and proposed finished elevations.	y	
11. Handicapped parking spaces, walks, ramps, and entrances in accordance with the NC State Building Code. Handicapped parking spaces to be 13 feet wide, marked with a free-standing handicapped sign.	y	
12. The Vegetative Buffer Yard areas have been identified and the proper buffer yard provision(s) have been identified as outlined in the Unified Development Ordinance.	y	
13. Layout of numbered stalls/loading zones in accordance with Article 10, Part II of the Unified Development Ordinance.	y	

Site Specific Development Plan Option - Vested Right for Site Plans

Please be advised that as the owner, or agent for the owner, you have the opportunity to apply for and receive a Site-Specific Development Plan that will establish a Vested Right for this project for a period of time not to exceed two (2) years from the date the Board of Commissioners approves the plan. You must secure a building permit for this project within two (2) years of the approval date, or your Site-Specific Development Plan will expire. If you elect not to apply for a Site-Specific Development Plan, you must secure a building permit within six (6) months or else your site plan will expire.

If you choose the Site-Specific Development Plan option, please keep in mind the following concerns:

1. Although your project may be classified as a permitted use, by requesting a Site-Specific Development Plan your project will be processed as a Special Use for which a public hearing will be held, and an additional fee of \$200.00 will be charged to process your application.
2. Once your Site-Specific Development Plan has been approved with vested rights status no modifications can be made to the plan.

If you wish to take advantage of the Vested Right process, please check off the Vested Right box on page one. If you do not, then leave the box blank.

County of Dare
PO Box 669
Manteo NC 27954



S22-16202

Phone: (252) 475-5080

DARE COUNTY DEPARTMENT OF PUBLIC HEALTH
Authorization for Wastewater System Construction

Parcel: 027190000

PIN: 989108894739

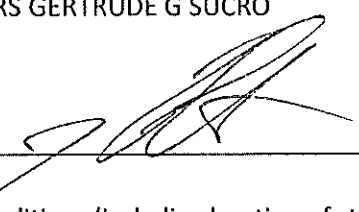
Permit: S22-16202

Owner Name: NAGS HEAD CHURCH INC
Owner Address: P O BOX 302
NAGS HEAD, NC 27959

Permit Date: 02/15/2023

Location: 105 W SOUNDSIDE RD – NAGS HEAD
Subdivision: MRS GERTRUDE G SUCRO

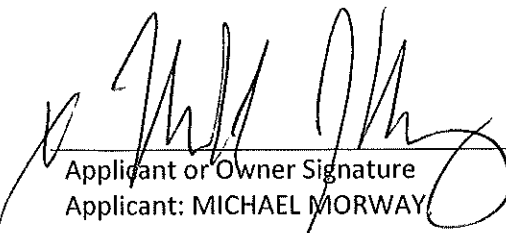
LOT: BLK: SEC:

1. Issued by  JDC
2. Any alteration in soil conditions (including location of structures and appurtenances) or modification in use, design wastewater flow or wastewater characteristics as specified in the associated improvement permit and application, may subject this authorization and associated permit(s) to revocation.
3. Comments:
PERMIT TO EXPAND PARKING LOT TO WEST AS SHOWN ON SITE PLAN AND RELOCATED SHED. OTHER PERMITS MAY BE REQUIRED BY THE TOWN OF NAGS HEAD.

This CA is valid as long as the IP remains valid (SL 2014-120).

Disclaimer: This permit does not relieve you of the responsibility to obtain any other necessary Federal, State or Local permit(s).

Owner Certification


Applicant or Owner Signature

Applicant: MICHAEL MORWAY

2/15/2023
Date



Nags Head Church Parking Lot Expansion NCDEQ Stormwater Management Narrative

February 16, 2023

Existing Conditions: The Nags Head Church is located at 105 Soundside Road in Nags Head, which is on the southwest corner of the intersection of Soundside Rd and US-158. The Natural Resource Conservation Service Soil Survey for Dare County has mapped the soils on the site to consist of sandy soils including Duckston fine sand (DtA), Newhan-Corolla complex (NhC) and Newhan-Urban land complex (NuC). The site is generally between 4 and 7 feet above sea level. The site is within ½ mile of the Croatan Sound which has a classification of SA / HQW.

The church acquired additional land to the west and in 2004 "Nags Head Church Inc" was incorporated. In 2005 Nags Head Church Inc began pursuing a partial redevelopment of the 2.43 acre parcel. The work included a new +/- 15,338 sf (two story) facility and expanded the parking lot as well as demolition of the existing structures. To facilitate this expansion, NCDENR issued stormwater management permit SW7050606 in June of 2005. This permit included two infiltration basins, included basin #1 on the south side of the property and basin #2 on the west side of the property. Together, these basins were designed to handle the 1.5" rainfall event in accordance with NCDENR requirements in 2005 as well as the Town of Nags Head.

Prior to construction, portions of the previously expanded building were demolished while maintaining the existing church open through the construction. Upon completion, the existing church was demolished and the project was completed. During this process, the Nags Head Church acquired an adjacent long & narrow parcel to the west and recombined the parcels into a single 6.6 acre parcel.

Proposed Development: Although the parking lot for the Nags Head Church meets the town zoning requirements, they have found there is a need to expand their parking capacity due to an overlap in parishioners in the facility between masses. With the site configuration and land usage, the parking lot must be expanded to the west in the location of Basin #2. This will necessitate basin #2 to be relocated and expanded as well as the adjacent drainage ditch to be culverted. With very little open area remaining on the original site boundary but several acres available within the previously acquired parcel that was recombined into the property, the basin must be relocated further to the west. Topographic conditions in combination with the existing drainage system crossing through the property preclude the use of pipes for conveyance from the east side of the system to the west due to vertical conflicts.

Stormwater Management: The Nags Head Church parking lot expansion will require a major modification to SW7050606 to accommodate the additional coverage as well as the basin and conveyance system modifications. In addition, the project meets the Town of Nags Head stormwater management ordinance as noted in the following summary of key elements of each of the drainage areas:

Drainage Area #1 (south basin):

Prior to the site redevelopment, basin #1 was in place to manage runoff in accordance with Town of Nags Head standards. For NCDENR permitting in 2005, it was incorporated to manage rainfall from the east side of the site including the existing parking lot as well as portions of the parking expansion. The 61,400 sf drainage area included 24,785 sf of built upon area with a required stormwater management volume of 3,410 cf. The bottom of the basin was set at 4.25 with the storage elevation of 5.33. The site work associated with the proposed parking lot expansion does not impact the current drainage patterns associated with basin #1. However, based upon calculation of current standards and observed field conditions the basin will be increased in area and depth. The bottom of the basin will be lower slightly to an elevation of 3.8 and Runoff in excess of the basin volume will overflow into the existing drop inlet along the west end with a rim elevation of 5.83.

Drainage Area #2 (west basin):

SW7050606 included basin #2 to manage runoff from the west side of the parking areas as well as the building. The 44,617 sf drainage area included 22,299 sf of built upon area with a required a volume of 3,126 cf to manage the stormwater runoff for a 1.5" event. As previously noted, the basin needs to be relocated and expanded to accommodate the parking lot expansion. A portion of the parking lot will be constructed using permeable pavement in order to meet the Town of Nags Head zoning ordinance requiring 20% of parking and driveways to be constructed using permeable pavement. This permeable pavement is accounted for in accordance with the Town of Nags Head standards. The bottom of the basin is being set at 4.0 and the top will be at 5.1 due to limitation of the site topography of the existing parking area. Runoff in excess of the basin volume will overflow into adjacent sandy soils on the property.

Drainage Area #2A (north side of building):

Roof drains currently distribute the runoff across adjacent sandy soils for the length of the building and 30' wide within the parcel. This 8,126 sf drainage area includes 5,012 sf of built upon area. The runoff is easily infiltrated directly into the adjacent sandy area of more than 3,000 sf that provides infiltration rates of more than 20" per hour and an available void volume of approximately 2,100 cf. No modifications are proposed to this area, although additional volume is provided in Basins #1, #2 and #3 to offset the volume of runoff from this portion of the church.

Drainage Area #3 (center basin):

Basin #3 has been added the site to manage a portion of the runoff from the existing parking lot and building. This 7,090 sf drainage area contains portions of what previously was included in basins 1 and 2 and includes 4,871 sf of built upon area. Runoff in excess of the basin volume will overflow into the existing drop inlet along the east end with a rim elevation of 5.83.

Compliance with the Town of Nags Head stormwater management requirements:

Requires Volume (rainfall depth of 4.3"):	23,684 cf
Total Basin Open Volume:	12,719 cf
Total Basin Interstitial Volume:	10,315 cf
Total Permeable Pavement Base Volume:	<u>3,071 cf</u>
Total Stormwater Managed:	26,105 cf (111% of req'd volume)

Attached to this report are

- Soil boring log
- Soils map
- Site runoff calculations
- Site storage calculations
 - Drainage area map
 - Drainage area #1
 - Drainage area #2
 - Drainage area #2a
 - Drainage area #3

Soil Boring Log

Soil Boring			
Depth	B-1	B-2	B-3
0" to 6"	brown sand	tan sand	tan sand
6" to 12"	tan sand	tan sand	tan sand
12" to 18"	tan sand	tan sand	tan sand
18" to 24"	tan sand	tan sand	tan sand
24" to 30"	tan sand (saturated)	tan sand	tan sand
30" to 36"	tan sand (saturated)	dark sand with organics	dark sand with organics
36" to 42"		grey sand (wet)	grey sand (wet)
42" to 48"		grey sand (saturated)	grey sand (saturated)
Location	(bottom of basin #1)	(east side of basin #2)	(west side of basin #2)
Soil Type	Newhan Corolla Complex	Newhan Corolla Complex	Duckston Fine Sand
Date of Boring	1/10/23	1/10/23	1/10/23
Ex. Ground Elevation (ft. above MSL)	4.5	6.0	6.0
Depth to ESHW (in)	24	36	36
ESHW Elevation	2.5	3.0	3.0
Depth to Water table (in)	30	42	42
Estimated Water table Elevation (ft)	2.0	2.5	2.5

Soil Map—Dare County, North Carolina



**Natural Resources
Conservation Service**

Web Soil Survey
National Cooperative Soil Survey

Map Unit Legend

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
CrB	Corolla-Duckston complex, 0 to 6 percent slopes, rarely flooded	1.7	21.9%
DtA	Duckston fine sand, 0 to 2 percent slopes, occasionally flooded	3.8	50.3%
NeC	Newhan fine sand, 0 to 10 percent slopes	0.3	4.5%
NhC	Newhan-Corolla complex, 0 to 10 percent slopes	1.6	21.4%
NuC	Newhan-Urban land complex, 0 to 10 percent slopes	0.1	1.8%
Totals for Area of Interest		7.6	100.0%

Volumetric Runoff Calculations
Simple Method

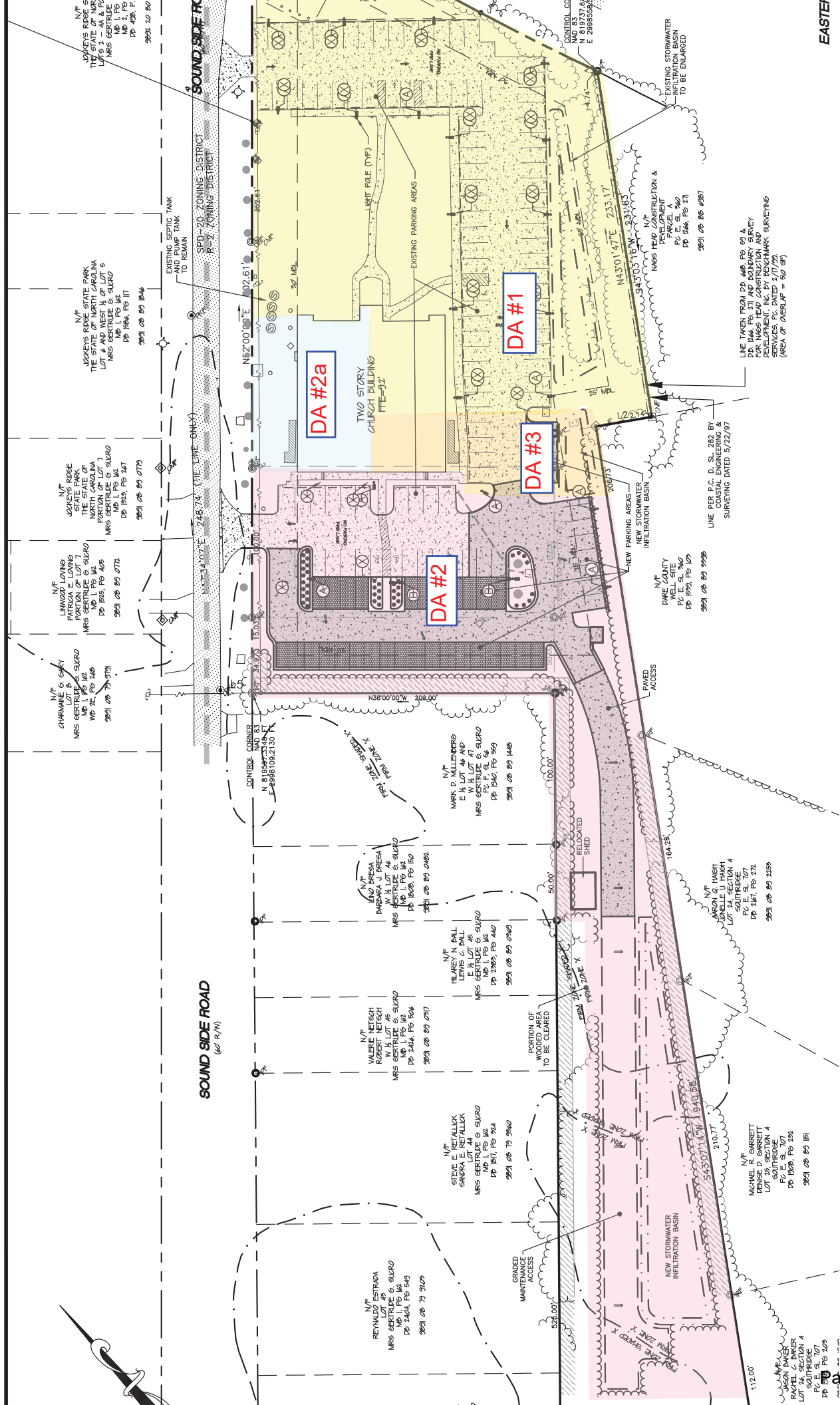
Project Name : Nags Head Church Expansion

Nags Head Church (developed portions of site)				
Basin Information		3.41 Acres		
Drainage Area	148,374	SF	(NOTE: 3.21 Acres will remain undisturbed)	
Existing Impervious Area	45,103	SF		
Proposed Impervious Area	20,125	SF		
% Impervious Area (total)	44.0%			
Impervious Surface Area			existing	existing (to remain)
On-site Buildings or Lot BUA	10,043	SF	10,043	10,043
On-site Streets	0	SF	0	0
On-site Parking	50,845	SF	32,586	30,720
On-site Sidewalks	3,913	SF	3,913	3,913
Other on-site	427	SF	619	427
Future	0	SF	0	0
Off-site	0	SF	0	0
Total:	65,228	SF	47,161	45,103
				20,125

Pavement
16,695 sf Impervious Pavement
5,119 sf Pervious Pavement
67% Reduction
20,125 Applied BUA

Runoff Calculations (Simple Method)	
Town	
Design Runoff (in)	4.3
Total Area (sf)	148,374
Coverage	44.0%
R(v)	0.446
Rainfall Volume	23,694

Nags Head 4.3": 23,694



STORMWATER MANAGEMENT CALCULATIONS - INFILTRATION BASIN DESIGN

Project	Nags Head Church Expansion	By : 16-Feb
Drainage Area	1	Date : mjm
Infiltration Basin	1	

Infiltration Basin Information

	elevation (msl)	area (sf)
Storage Elevation:	5.8	3,620
Bottom of basin:	3.8	1,412

ESHWT Elev.:	1.5	(msl)
Permeability:	20.0	(in/hr)

Available Open Storage Volume: 4,957 (cf)

Other Storage

Interstitial

Void Space	20%
------------	-----

Interstitial (below basin bottom)

Area	1,412	(sf)		
Depth	2.3			
Volume			658	(cf)

Interstitial (below basin sidewalls)

Area	2,208	(sf)		
Average Depth	3.3			
Volume			1,464	(cf)

Interstitial Perimeter

Interstitial Perimeter (LF):	395	(lf)		
Interstitial Perimeter (Width):	3	(ft)		
			1,019	(cf)

Total Basin Interstitial: 3,141 (cf)

Total Stormwater Managed

Basin Volume:	4,957	(cf)		
Interstitial Volume (basin):	3,141	(cf)	3,141	
Total Volume Managed:	8,098	(cf)		

STORMWATER MANAGEMENT CALCULATIONS - INFILTRATION BASIN DESIGN

Project	Nags Head Church Expansion	By : 16-Feb
Drainage Area	2	Date : mjm
Infiltration Basin	2	

Infiltration Basin Information

	elevation (msl)	area (sf)
Storage Elevation:	5.0	7,701
Bottom of basin:	4.0	5,161

ESHWT Elev.:	2.5	(msl)
Permeability:	20.0	(in/hr)

Available Open Storage Volume: 6,431 (cf)

Other Storage

Porous Pavers

<u>Paver Area</u>	5,118	(sf)		
Base Void Space	40%			
Base Depth	1.00	(feet)		
Gravel Base Storage			2,047	(cf)
<i>Interstitial (below of gravel base)</i>				
Average elevation of subgrade	3.5			
Base Void Space	20%			
Depth	1.0			
Volume			1,024	(cf)
Total Beneath Permeable Pavers:			3,071	(cf)

Interstitial

Void Space	20%			
<i>Interstitial (below basin bottom)</i>				
Area	5,161	(sf)		
Depth	1.5			
Volume			1,548	(cf)
<i>Interstitial (below basin sidewalls)</i>				
Area	2,540	(sf)		
Average Depth	2.0			
Volume			1,016	(cf)
<i>Interstitial Perimeter</i>				
Interstitial Perimeter (LF):	625	(lf)		
Interstitial Perimeter (Width):	3	(ft)		
			938	(cf)
Total Basin Interstitial:			3,502	(cf)

Pipe

Pipe diameter	12	(in)		
Pipe Length	135	(ft)		
Pipe Storage			106	(cf)
Pipe diameter	15	(in)		
Pipe Length	125	(ft)		
Pipe Storage			153	(cf)
Total Basin Pipe Volume:			259	(cf)

Total Stormwater Managed

Basin Volume:	6,431	(cf)		
Interstitial Volume (basin):	3,502	(cf)	6,832	
Pipe Storage:	259	(cf)		
Permeable Beneath Permeable Pavers:	3,071	(cf)		
Total Volume Managed:	13,263	(cf)		

STORMWATER MANAGEMENT CALCULATIONS - INFILTRATION BASIN DESIGN

Project	Nags Head Church Expansion	By : 16-Feb
Drainage Area	2a	Date : mjm
Infiltration Basin		

Infiltration Basin Information

	elevation (msl)	area (sf)
Storage Elevation:	6.0	3,000
Bottom of basin:	6.0	3,000
ESHWT Elev.:	2.5	(msl)
Permeability:	20.0	(in/hr)

Available Open Storage Volume: 0 (cf)

Other Storage

Interstitial

Void Space	20%
------------	-----

Interstitial volume (adjacent 30')

Area	3,000	(sf)	
Depth	3.5		
Volume		2,100	(cf)
Total Basin Interstitial:		2,100	(cf)

Total Stormwater Managed

Basin Volume:	0	(cf)
Interstitial Volume (basin):	2,100	(cf)
Interstitial Volume (perimeter):	0	(cf)
Pipe Storage:	0	(cf)
Permeable Pavement Base	0	(cf)
Total Volume Managed:	2,100	(cf)

STORMWATER MANAGEMENT CALCULATIONS - INFILTRATION BASIN DESIGN

Project	Nags Head Church Expansion	By : 16-Feb
Drainage Area	3	Date : mjm
Infiltration Basin	3	

Infiltration Basin Information

	elevation (msl)	area (sf)
Storage Elevation:	5.5	1,188
Bottom of basin:	4.0	586

ESHWT Elev.:	2.5	(msl)
Permeability:	20.0	(in/hr)

Available Open Storage Volume: 1,331 (cf)

Other Storage

Interstitial

Void Space	20%
------------	-----

Interstitial (below basin bottom)

Area	586	(sf)		
Depth	1.5			
Volume			176	(cf)

Interstitial (below basin sidewalls)

Area	602	(sf)		
Average Depth	2.3			
Volume			271	(cf)

Interstitial Perimeter

Interstitial Perimeter (LF):	625	(lf)		
Interstitial Perimeter (Width):	3	(ft)		
			1,125	(cf)

Total Basin Interstitial: 1,572 (cf)

Total Stormwater Managed

Basin Volume:	1,331	(cf)		
Interstitial Volume (basin):	1,572	(cf)	1,572	
Total Volume Managed:	2,902	(cf)		



March 14, 2023

Town of Nags Head Planning Department
PO Box 99
Nags Head, NC, 27959

ATTN: Kelly Wyatt

**RE: Nags Head Church Parking Lot Expansion
Site Plan Submittal for Planning Board Review**

Dear Ms. Wyatt:

Please find the attached site plan submittal for the expansion of the parking lot at the Nags Head Church. Plans have been revised to address items discussed by the Technical Review Committee last week. These revisions include:

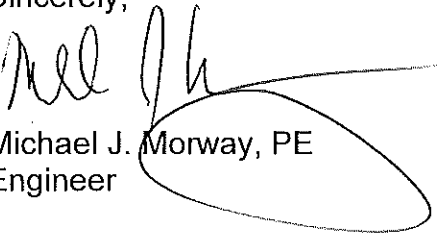
- The radius at the northwest corner of the connection between the west driveway and the new parking aisle has been increased to 15' (Sheets C100, C201, C202, C301).
- A callout has been added at the location of the proposed shed relocation noting that a building permit will be required (Sheet C201).
- Clarification notes have been added to the graded soil portion of the maintenance / pedestrian access along stormwater basin #2 (Sheet C100).
- A note has been added that the clearing limits to the west shall be staked out and reviewed with the Town, owner and engineer to review Live Oak tree locations to determine if minor adjustments can be made to preserve marginal trees (Sheet C101).
- A note has been added to coordinate with the Town when the installation of the 30" HDPE storm sewer will occur for inspections (Sheet C101, C301).
- The callout for the standard drop inlets has been revised to NCDOT 840.45 (Sheet C301) and a detail has been added (Sheet C302).

The attached is being submitted for review at the March 21st Planning Board meeting. I have also enclosed a new check with the updated fee (\$500). This submittal includes the following items:

- Revised application fee (Conditional Use / Vested Rights) - \$500.00
- Plans (5 copies)
 - C100 – Overall Site Plan (revised 03/14/2023)
 - C101 – Demolition & E&SC Plan (revised 03/14/2023)
 - C201 – Site and Landscape Buffer Plan (revised 03/14/2023)
 - C202 – Lighting Plan (revised 03/14/2023)
 - C203 – Site Details (revised 03/14/2023)
 - C301 – Grading and Drainage Plan (revised 03/14/2023)
 - C302 – Grading and Drainage Plan Details (revised 03/14/2023)

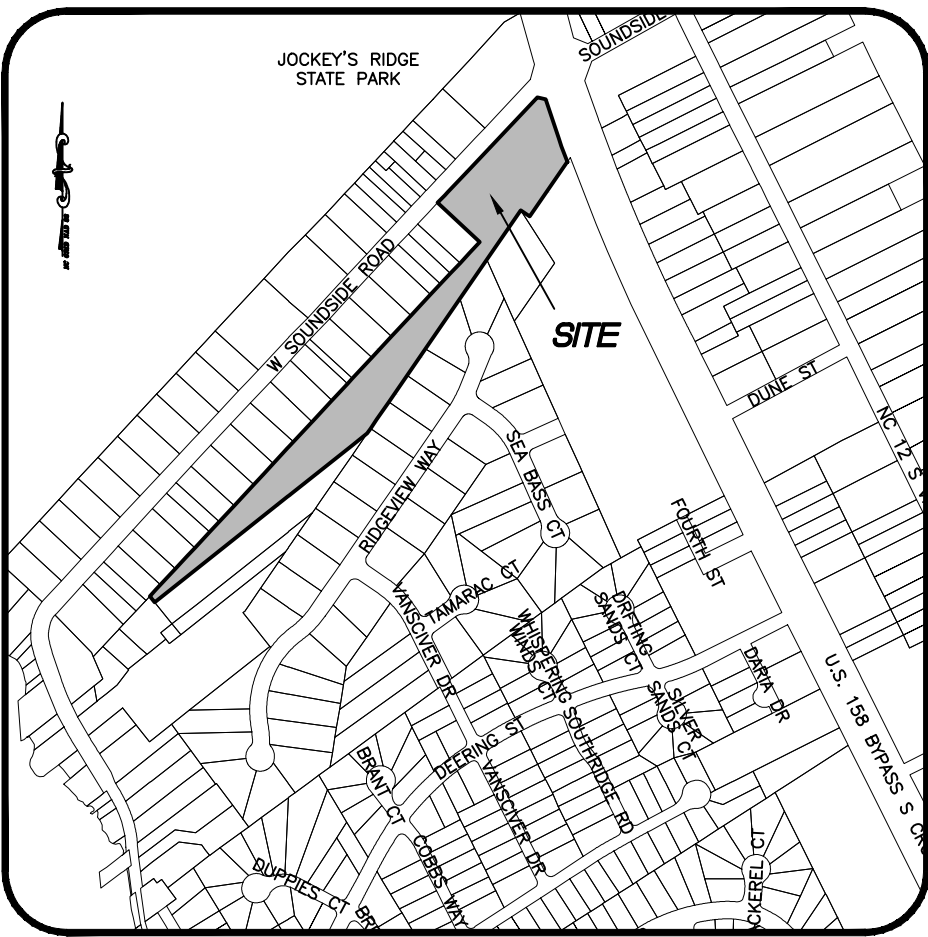
If you have any questions pertaining to this site, please do not hesitate to contact me at 252-441-2113.

Sincerely,



Michael J. Morway, PE
Engineer

cc: File 07356J2
Nags Head Church Inc.



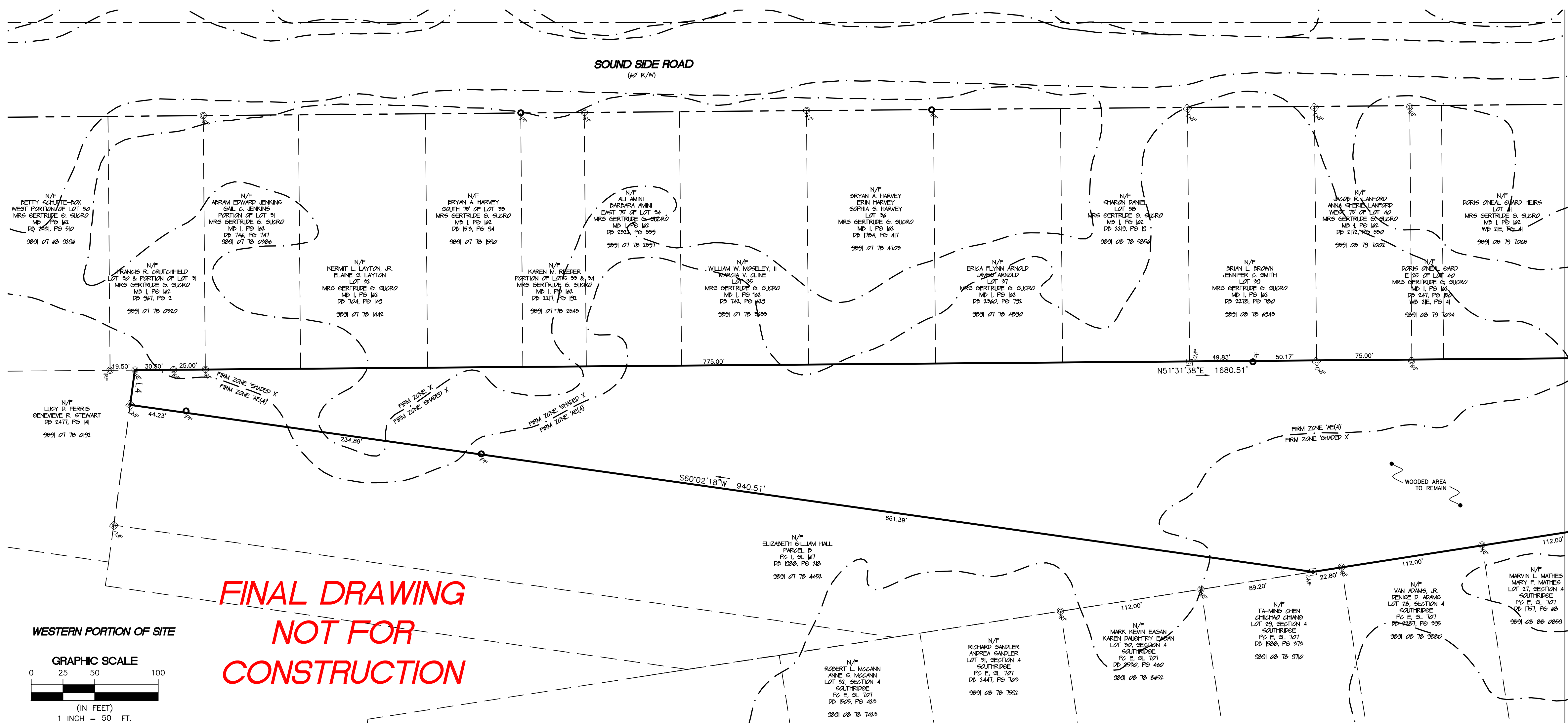
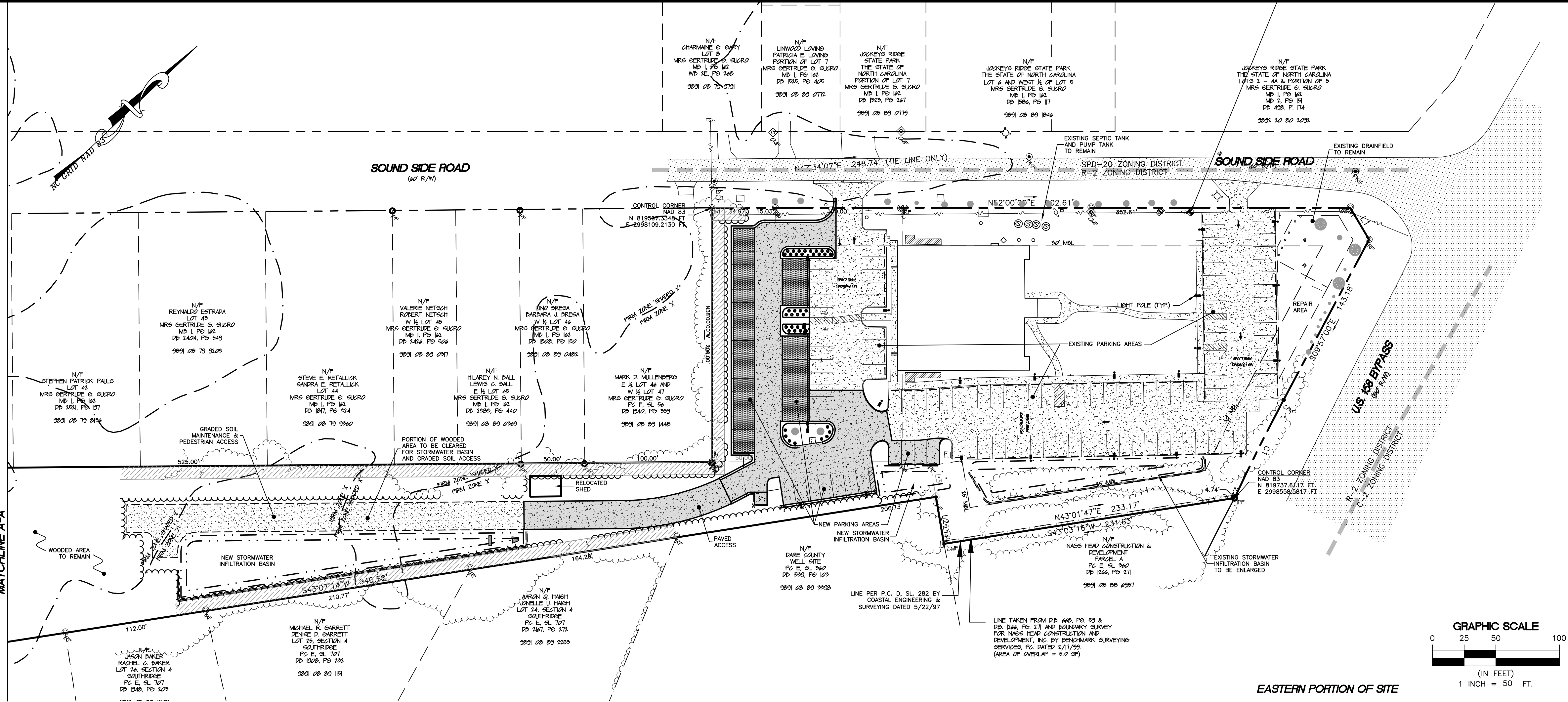
NOTES

- OWNER: NAGS HEAD CHURCH INC.
PO BOX 302
NAGS HEAD, NC 27959
- THE OWNER INTENDS TO EXPAND THE EXISTING PARKING LOT, WHICH WILL INCLUDE A RELOCATION & EXPANSION OF PORTIONS OF THE STORMWATER MANAGEMENT SYSTEM AS WELL AS REPLACING A PORTION OF AN EXISTING DITCH WITH CLOSED UNDERGROUND PIPE.
- PROPERTY IS THE RECOMBINATION OF LOT 50R, 48, AND EASTERN PORTION OF 47 MRS. GERTRUDE G. SUCRO SUBDIVISION AND THE ADJOINING 3.78+/- ACRE TRACT, P.C. G, SL. 368; RECORDED IN D.B. 1665, PG 343.
DARE COUNTY PIN #: 9891 08 89 4739, PARCEL ID 027190000
PROPERTY ADDRESS: 105 SOUNDSIDE ROAD, NAGS HEAD, NC 27959.
- THE SITE IS LOCATED IN FIRM ZONE X, SHADED X AND AE(4), AS SHOWN ON FIRM MAP NUMBER 3720989100K.
EFFECTIVE JUNE 19, 2020. (SUBJECT TO CHANGE BY FEMA)
- ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES UNLESS OTHERWISE SPECIFIED. ELEVATIONS SHOWN ARE HEREON PER NAVD83.
- AREAS SHOWN ARE BY COORDINATE METHOD.
- EXISTING FEATURES AND SURVEY INFORMATION OBTAINED BY ALBEMARLE & ASSOCIATES, LTD ENTITLED "AS-BUILT FOR NAGS HEAD CHURCH" DATED 2/21/2007, ADDITIONAL SURVEYING ALONG THE WESTERN PORTION WAS OBTAINED BY J. H. MILLER LAND SURVEYING AND SUPPLEMENTED WITH LIDAR TOPOGRAPHY (NOAA 2022 CONED). THE EXISTING SHED WAS FIELD LOCATED BY ALBEMARLE & ASSOCIATES, LTD.
- THERE ARE NO DELINEATED WETLANDS ON THE PROJECT SITE.
- THE PROPERTY IS ZONED R-2 AND RELIGIOUS COMPLEXES ARE A SPECIAL USE.
- MIN. BUILDING LINES PER CURRENT ZONING (R-2).
(MEDIUM-DENSITY RESIDENTIAL)
FRONT - 30' (ARTICLE 8.2.1)
SIDE - 10' (ARTICLE 8.2.1)
REAR - 30' (ARTICLE 8.2.1)
ACCESSORY STRUCTURES - 5' (ARTICLE 8.6.3.5.1)
- PARKING CALCULATIONS:
THE APPROVED SITE PLAN FOR THIS FACILITY REQUIRED 97 PARKING SPACES AND 98 WERE PROVIDED. THIS PLAN WILL REMOVE 2 EXISTING PARKING SPACES AND PROVIDE AN ADDITIONAL 42 PARKING SPACES FOR A TOTAL OF 138 PARKING SPACES.
- LOT COVERAGE
45% (ARTICLE 7.45 - RELIGIOUS COMPLEXES)
- BUILDING HEIGHT
THERE ARE NO CHANGES TO THE BUILDING PROPOSED, INCLUDING THE HEIGHT
- PROPERTY AREA - 287,340 SF (DMD) (6.596 ACRES)
- COVERAGE IS AS FOLLOWS:

EXISTING COVERAGE	
BUILDING	10,042.84 SF
PARKING	32,586.02 SF
SIDEWALK	3,912.79 SF
DUMPSTER PAD	191.19 SF
HVAC	287.72 SF
SHED	427.11 SF
TOTAL	47,447.67 SF (16.51%)
TO BE REMOVED CONCRETE & CURB	1,954.15 SF
NEW COVERAGE	
CONCRETE (IMPERVIOUS)	16,766.98 SF
POROUS PAVEMENT*	3,430.11 SF
DUMPSTER PAD	100.00 SF
TOTAL	65,790.61 SF (22.90%)
TOTAL NEW PAVEMENT	21,880.77 SF
POROUS PAVEMENT	5,119.57 SF (23.4%)
POROUS PAVEMENT	5,119.57 SF X 0.67 = 3,430.11 SF
- AREA TO BE DISTURBED: 57,441.8 SF (1.32 ACRES)
- THE STORMWATER MANAGEMENT IS DESIGNED TO MANAGE RUNOFF FROM 4.3" OF RAINFALL THROUGH THE USE OF INFILTRATION BASINS ALONG THE PERIMETER AND THE USE OF PERMEABLE PAVEMENT WITHIN PORTIONS OF THE PARKING LOT.
- SILT FENCE TO BE INSTALLED ON SITE AS SHOWN ON EROSION CONTROL/GRADING PLAN.
- THE OWNER SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF ALL BUFFERING. ALL REQUIRED LANDSCAPING AND BUFFER AREAS SHALL BE MAINTAINED IN GOOD CONDITION SO AS TO PRESENT A HEALTHY AND ORDERLY APPEARANCE AND SHALL BE KEPT FREE FROM REFUSE AND DEBRIS. THIS INCLUDES, BUT IS NOT LIMITED TO THE REPLACEMENT OF PLANTS DAMAGED BY INSECTS, DISEASE, VEHICULAR TRAFFIC AND VANDALISM.
- THE SITE CURRENTLY UTILIZES COLONIAL LIGHT FIXTURES PROVIDED THROUGH THE DOMINION NC POWER SITE LIGHTING PROGRAM. THE SITE LIGHTING WILL BE REPLACED AND RECONFIGURED WITH DOMINION POWER DECORATIVE SHOEBOX LIGHTS (7,675 LUMENS/TYPE 4 DISTRIBUTION) MOUNTED ON 30' POLES.
- ALL NEW UTILITIES ARE TO BE PLACED UNDERGROUND.

LEGEND

	CALCULATED POINT		EXISTING SANITARY MANHOLE
	CONCRETE MONUMENT FOUND		EXISTING SANITARY VALVE
	IRON PIPE FOUND		EXISTING SANITARY CLEANOUT
	IRON ROD FOUND		EXISTING FIRE HYDRANT
	PK NAIL FOUND		EXISTING WATER METER
	PK NAIL SET		HANDICAP PARKING
	RIGHT OF WAY		SIGNAGE
	PROPERTY BOUNDARY		TRAFFIC FLOW ARROWS
	ADJACENT PROPERTY LINES		WHEELSTOPS
	FIRM ZONES		EXISTING CONCRETE
	EASEMENT		EXISTING PAVEMENT
	EXISTING POWER POLE		PROPOSED CONCRETE
	OVERHEAD ELECTRIC		PROPOSED PAVEMENT
	EXISTING TREFLINE		PROPOSED POROUS PAVEMENT
	PROPOSED TREFLINE		
	PROPOSED STORMWATER BASIN		



FINAL DRAWING
NOT FOR
CONSTRUCTION

OVERALL SITE PLAN / COVER SHEET

NAGS HEAD CHURCH
105 SOUNDSIDE ROAD

NAGS HEAD TOWNSHIP DARE COUNTY NORTH CAROLINA

DATE:	02/15/2023	SURVEYED:	SEE NOTES	DESIGNED:	MJM	DRAWN:	RCA	CHECKED:	MJM	FILE:	07356J2
SCALE:	1" = 50'										
PROJ. NO.	07356J2										

REVISIONS

NO.	DATE	DESCRIPTION	BY	FOR
1	02/15/2023	PER TECHNICAL REVIEW COMMENTS	RCA	MJM
2	02/22/2023	FINAL SUBMITTAL	MJM	



Albemarle & Associates, Ltd.
P.O. Box 385
Kill Devil Hills, NC 27848
Phone: (252) 441-2113
www.albemarleandassociates.com
Cert. of Licensure No. C-1027
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Albemarle & Associates, Ltd.
Engineering - Environmental - Land Planning

I. NARRATIVE:
THE NAGS HEAD CHURCH INTENDS TO CLEAR AND GRUB A WOODED PORTION OF THEIR PROPERTY. THE 6.6 ACRE SITE IS LOCATED AT 105 WEST SOUNDSIDE ROAD, APPROXIMATELY (1.32) ACRES OF THE SITE ARE TO BE DISTURBED. THE SITE IS FAIRLY LEVEL WITH SANDY SOILS.

DISTURBED AREAS ARE TO BE STABILIZED WITH TEMPORARY/PERMANENT VEGETATION ACCORDING TO THE SEQUENCE OF CONSTRUCTION.

II. SOILS DESCRIPTION:

SOIL TYPES AS MAPPED IN THE SOIL SURVEY OF DARE COUNTY:

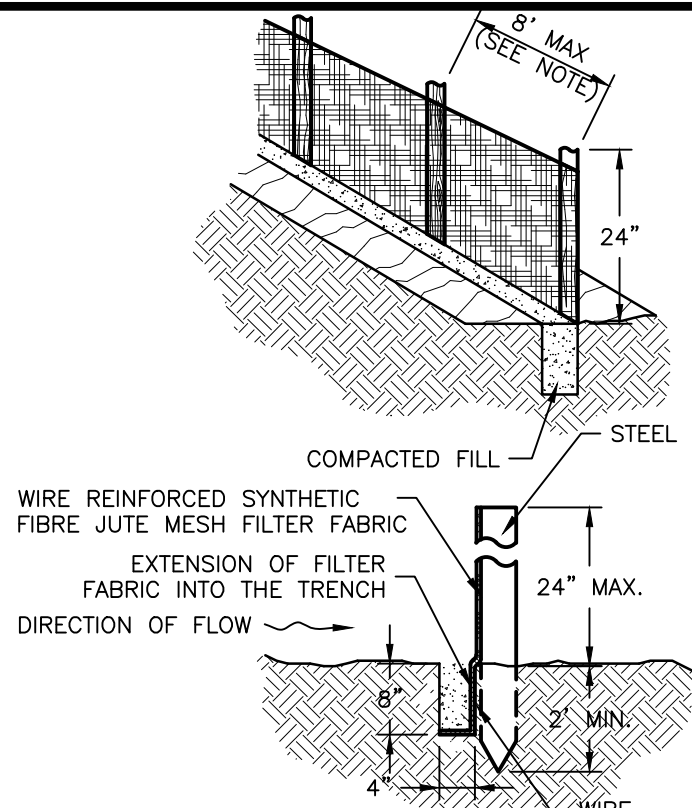
- DUCKSTON FINE SAND 0 TO 2% SLOPES (DIA)
- NEWMAN FINE SAND 0 TO 10% SLOPES (NAC)
- COLROLLA DUCKSTON COMPLEX 0 TO 6% (CRB)

III. CONSTRUCTION SEQUENCE:

- OBTAIN SITE PLAN APPROVAL
- OBTAIN ALL NECESSARY ENVIRONMENTAL PERMITS
- FLAG OR STAKE WORK LIMITS
- HOLD PRE-CLEARING MEETING (INCLUDE TOWN OF NAGS HEAD REPRESENTATIVE)
- INSTALL CONSTRUCTION FENCING
- CLEAR LOT OF EXISTING VEGETATION AS SHOWN
- CONSTRUCT NEW DRAINAGE SYSTEM AND PAVEMENT (COORDINATE WITH TOWN OF NAGS HEAD FOR INSPECTIONS OF STORM SEWER INSTALLATION BENEATH NEW PARKING AREA)
- SEED, FERTILIZE AND WATER DISTURBED AREA TO STABILIZE
- ONCE VEGETATION HAS ESTABLISHED REMOVE SILT FENCE

IV. SEDIMENTATION AND EROSION CONTROL NOTES:

- PRECONSTRUCTION CONFERENCE:**
PRIOR TO ANY LAND DISTURBING ACTIVITIES, THE CONTRACTOR SHALL MEET WITH THE SITE WITH THE OWNER'S REPRESENTATIVE AND A REPRESENTATIVE OF THE MUNICIPALITY (IF REQUIRED) IN ORDER TO IDENTIFY AND MARK SPECIFIC ELEMENTS WHICH ARE TO BE PROTECTED. TREES SHALL BE PROTECTED IN ACCORDANCE WITH THE NORTH CAROLINA EROSION AND SEDIMENTATION CONTROL HANDBOOK.
- INSTALLATION OF EROSION CONTROL MEASURES:**
PRIOR TO COMMENCEMENT OF ANY LAND DISTURBING ACTIVITIES, ALL EROSION AND SEDIMENTATION CONTROL MEASURES IDENTIFIED ON THIS PLAN SHALL BE INSTALLED IN ACCORDANCE WITH THE PROJECT PLANS AND SPECIFICATIONS AND ALL PERMIT CONDITIONS.
- UTILITIES:**
PRIOR TO THE COMMENCEMENT OF ANY EXCAVATION, THE CONTRACTOR SHALL HAVE THE APPROPRIATE UNDERGROUND UTILITIES LOCATED. CONTACT NC811 AT 811 OR 800-632-4949. UTILITIES SHOWN ARE TAKEN FROM EXISTING RECORDS, FIELD OBSERVATIONS AND/OR UTILITY LOCATING SERVICE AND ARE NOT GUARANTEED TO BE ACCURATE OR COMPLETE.
- ACCESS TO SITE:**
ALL CONSTRUCTION TRAFFIC SHALL UTILIZE THE CONSTRUCTION ENTRANCE AS DESIGNATED ON THIS PLAN.
- LIMITS OF DISTURBANCE:**
THE CONTRACTOR SHALL ENSURE THAT AREAS OUTSIDE OF THE LIMITS OF LAND DISTURBING AS WELL AS EXISTING IMPROVEMENTS SPECIFICALLY NOTED TO REMAIN ARE NOT ADVERSELY IMPACTED BY ANY CLEARING ACTIVITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR AND/OR REPLACEMENT OF ITEMS DAMAGED OUTSIDE THE LIMITS OF DISTURBANCE OR OTHERWISE NOTED TO REMAIN.
- STABILIZATION:**
EXPOSED SWALES, DITCHES, DIKES OR OTHER SLOPES STEEPER THAN 3(H):1(V) SHALL BE STABILIZED WITH A TEMPORARY OR PERMANENT GROUND COVER WITHIN 7 CALENDAR DAYS. ALL OTHER EXPOSED EARTHEN AREAS SHALL BE STABILIZED WITH A TEMPORARY OR PERMANENT GROUND COVER WITHIN 14 CALENDAR DAYS OF THE COMPLETION OF ANY PHASE OF GRADING.
- INSPECTIONS REQUIRED:**
SOIL EROSION AND SEDIMENTATION CONTROLS SHALL BE INSPECTED, MAINTAINED AND REPAIRED AS NECESSARY BY THE CONTRACTOR. THE CONTRACTOR SHALL MAINTAIN COMPLETED SELF-INSPECTION / MONITORING FORMS (COMPLETED WEEKLY WITH DAILY RAINFALL TOTALS) THROUGHOUT THE PROJECT. THE SITE SHALL ALSO BE INSPECTED AFTER ANY RAINFALL EVENT EQUAL OR GREATER THAN 0.5 INCHES OVER A 24 HOUR PERIOD.
- CORRECTIVE MEASURES:**
ALL EROSION CONTROL MEASURES SHALL BE MAINTAINED THROUGHOUT CONSTRUCTION UNTIL WORK IS COMPLETE AND ALL DISTURBED AREAS ARE PERMANENTLY STABILIZED. IF EXCESSIVE WIND EROSION OR STORM WATER RUNOFF DEVELOPS DURING TIME OF CONSTRUCTION IN ANY LOCATION ON THE PROJECT SITE, ADDITIONAL SAND OR SILT FENCE SHALL BE INSTALLED AS DIRECTED BY ENGINEER. SEE SAND OR SILT FENCE DETAIL.
- DEBRIS REMOVAL:**
ALL CLEARING DEBRIS SHALL BE REMOVED FROM THE SITE BY THE CONTRACTOR AND DISPOSED OF IN A LAWFUL MANNER. NO ON-SITE BURNING IS PERMITTED UNLESS OTHERWISE APPROVED BY THE LOCAL FIRE MARSHALL, MUNICIPAL AGENCY OF JURISDICTION AND THE OWNER.



SILT FENCE DETAIL
NTS

- NOTES:
- 8" POST SPACING FOR NON-WIRE REINFORCED FENCE. 8" POST SPACING PERMITTED IF FENCE CONTAINS REINFORCING WIRE.
 - 4" MINIMUM OVERLAP REQUIRED (ATTACHED AT POSTS) WHEN JOINING SECTIONS OF SILT FENCE.
 - SILT FENCE SHALL BE ATTACHED TO STEEL POSTS USING A MINIMUM OF 3 WIRE OR PLASTIC TIES.

SITE STABILIZATION REQUIREMENTS		
SITE AREA DESCRIPTION	STABILIZATION TIME FRAME	STABILIZATION TIME FRAME EXCEPTIONS
PERIMETER DIKES, SWALES, DITCHES AND SLOPES	7 DAYS	NONE
HIGH QUALITY WATER (HOW) ZONES	7 DAYS	NONE
SLOPES STEEPER THAN 3:1	7 DAYS	IF SLOPES ARE 10' OR LESS IN LENGTH AND ARE NOT STEEPER THAN 2:1, 14 DAYS ARE ALLOWED
SLOPES 3:1 OR FLATTER	14 DAYS	7-DAYS FOR SLOPES GREATER THAN 50 FEET IN LENGTH
ALL OTHER AREAS WITH SLOPES FLATTER THAN 4:1	14 DAYS	NONE (EXCEPT FOR PERIMETER AND HOW ZONES)

LEGEND

- IRON PIPE FOUND
- IRON ROD FOUND
- RIGHT OF WAY
- PROPERTY BOUNDARY
- EXISTING DRAINAGE PIPE
- EXISTING DITCH/SWALE
- EXISTING CONTOURS
- EXISTING SPOT ELEVATIONS
- EXISTING TREELINE
- PROPOSED TREELINE
- EXISTING CONCRETE
- SILT FENCE
- LIMITS OF DISTURBANCE

SEEDING SCHEDULE

SPECIES	RATE
K-31 FESCUE	3 LB/1000 SF
COMMON BERMUDAGRASS	1 LB/1000 SF
WINTER RYE GRAIN	3 LB/1000 SF

NOTE: DELETE RYE GRAIN IF OVERSEEDING ESTABLISHED RYE OR FESCUE. DELETE FESCUE IF OVERSEEDING ESTABLISHED FESCUE.

MAY 15 - JULY 15 PERMANENT SEEDING

SPECIES	RATE
K-31 FESCUE	3 LB/1000 SF
COMMON BERMUDAGRASS	1 LB/1000 SF
GERMAN MILLET	3 LB/1000 SF

NOTE: DELETE MILLET IF OVERSEEDING ESTABLISHED MILLET OR FESCUE. DELETE FESCUE IF OVERSEEDING ESTABLISHED FESCUE.

AUGUST 15 - APRIL 1 TEMPORARY SEEDING

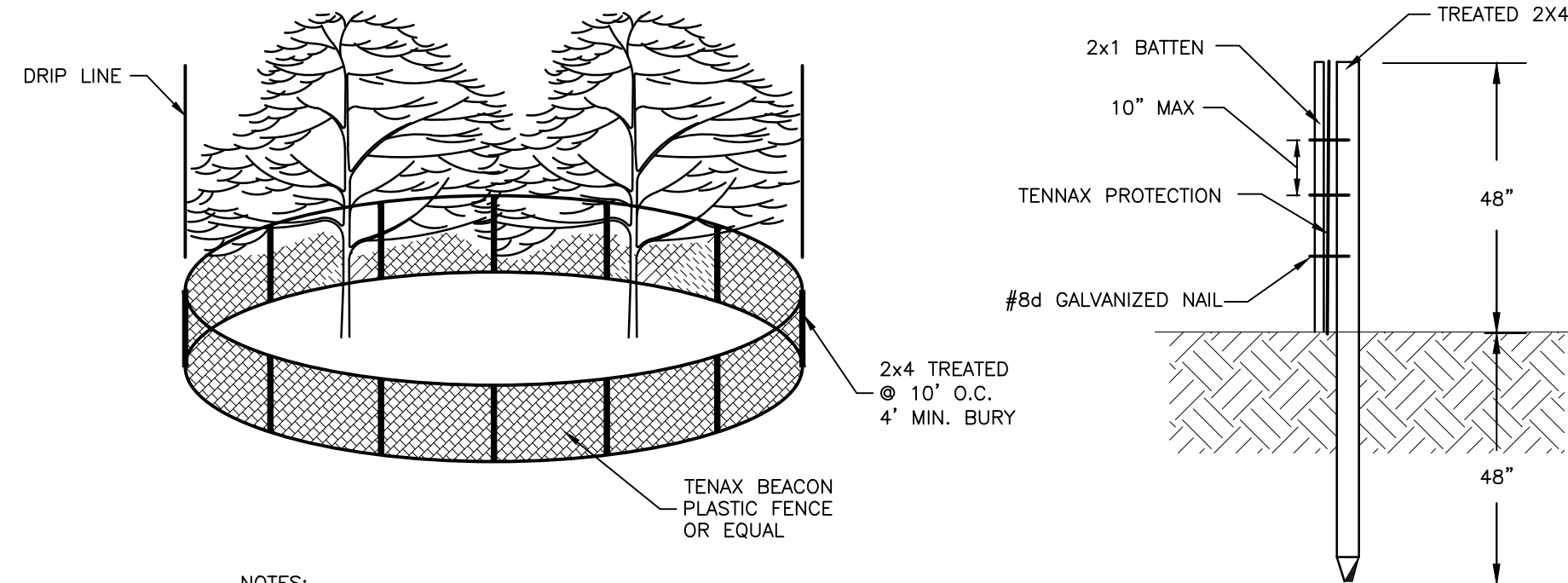
SPECIES	RATE
K-31 FESCUE	3 LB/1000 SF
WINTER RYE GRAIN	5 LB/1000 SF

SOIL AMENDMENTS
APPLY LIME AND FERTILIZER ACCORDING TO SOIL TESTS, OR APPLY 500 LB PER ACRE OF 10-10-10 FERTILIZER.

MULCH
USE JUTE, EXCELSIOR MATTING OR OTHER EFFECTIVE CHANNEL LINING MATERIAL TO COVER BOTTOM AND SIDES OF SWALES. ANCHOR MATTING PER MANUFACTURERS RECOMMENDATIONS. HYDROSEEDING IS ALSO AN ACCEPTABLE METHOD OF TEMPORARY STABILIZATION.

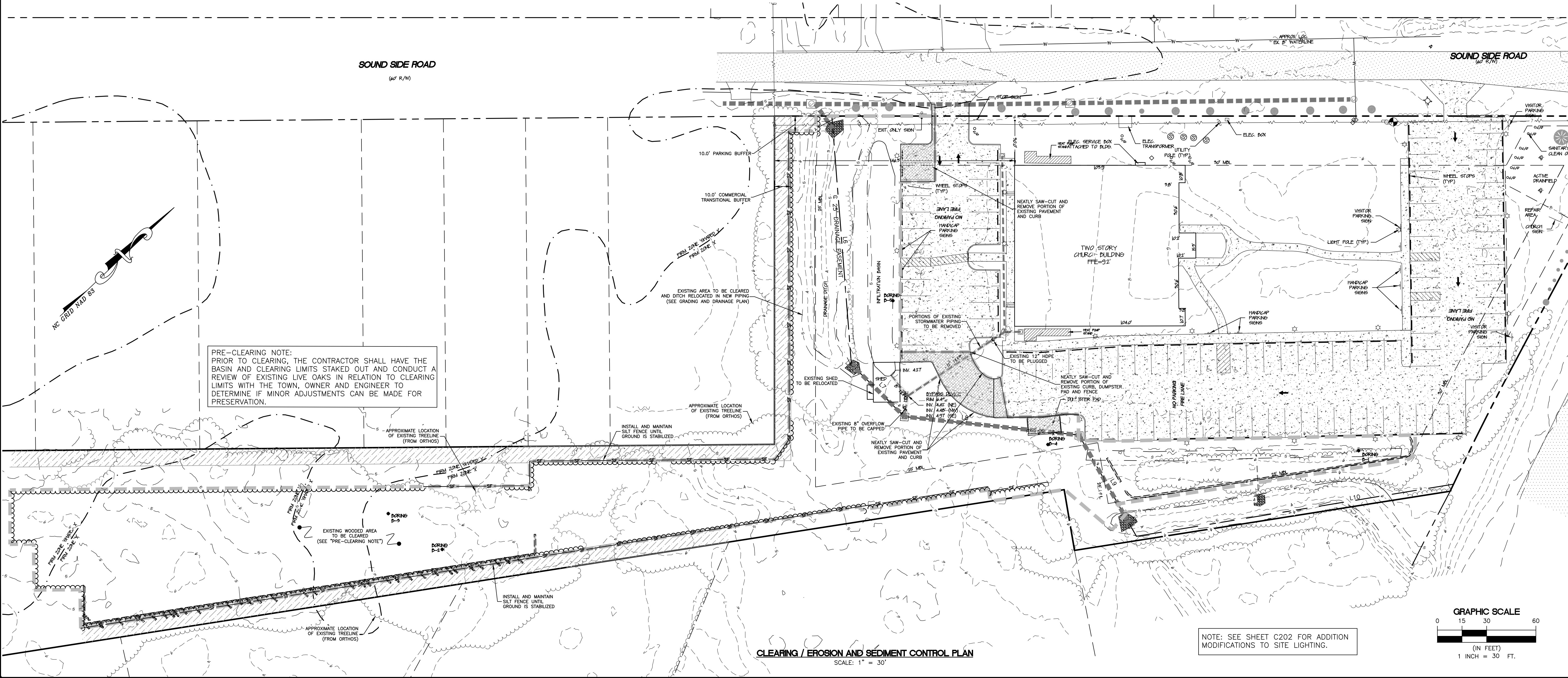
MAINTENANCE
A MINIMUM OF 3 WEEKS IS REQUIRED TO FOR ESTABLISHMENT. INSPECT AND REPAIR MULCH FREQUENTLY. FERTILIZE THE FOLLOWING SPRING WITH 50 LB/ ACRE NITROGEN.

**FINAL DRAWING
NOT FOR
CONSTRUCTION**



- NOTES:
- IN SPITE OF PRECAUTIONS, SOME DAMAGE TO PROTECTED TREES MAY OCCUR. IN SUCH CASES, REPAIR ANY DAMAGE TO THE CROWN, TRUNK OR ROOT SYSTEM IMMEDIATELY.
 - REPAIR ROOTS BY COVERING DAMAGED ROOTS WITH MOIST TOPSOIL OVER EXPOSED ROOTS.
 - REPAIR DAMAGE TO BARK BY TRIMMING AROUND THE DAMAGED AREAS. TAPER THE CUT TO PROVIDE DRAINAGE, AND PAINT WITH TREE PAINT.
 - CUT OFF ALL DAMAGED TREE LIMBS ABOVE THE TREE COLLAR AT THE TRUNK OR MAIN BRANCH. USE THREE SEPARATE CUTS TO AVOID PEELING BARK FROM HEALTHY AREAS OF THE TREE.
 - BARRIER SHOULD BE INSTALLED OUTSIDE THE DRIP LINE OF TREE BRANCHES AS FAR AS PRACTICAL.

TREE PROTECTION DETAIL
NTS

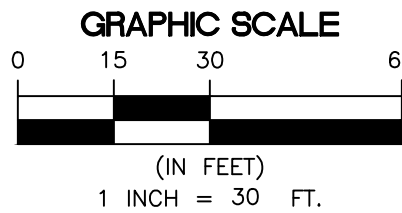


PRE-CLEARING NOTE:
PRIOR TO CLEARING, THE CONTRACTOR SHALL HAVE THE BASIN AND CLEARING LIMITS STAKED OUT AND CONDUCT A REVIEW OF EXISTING LIVE OAKS IN RELATION TO CLEARING LIMITS WITH THE TOWN, OWNER AND ENGINEER TO DETERMINE IF MINOR ADJUSTMENTS CAN BE MADE FOR PRESERVATION.

CLEARING / EROSION AND SEDIMENT CONTROL PLAN

SCALE: 1" = 30'

NOTE: SEE SHEET C202 FOR ADDITION MODIFICATIONS TO SITE LIGHTING.



DEMOLITION AND EROSION & SEDIMENT CONTROL PLAN

**NAGS HEAD CHURCH
105 W SOUNDSIDE ROAD**

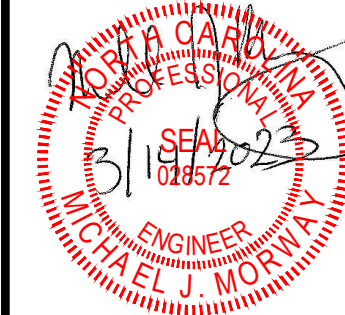
NACS HEAD TOWNSHIP DARE COUNTY NORTH CAROLINA

DATE:	02/15/2023
SURVEYED:	SEE NOTES
DESIGNED:	MJM
DRAWN:	KCA
CHECKED:	MJM
FILE:	07356J2

SCALE: 1" = 30'

C101

PROJ. NO. 07356J2

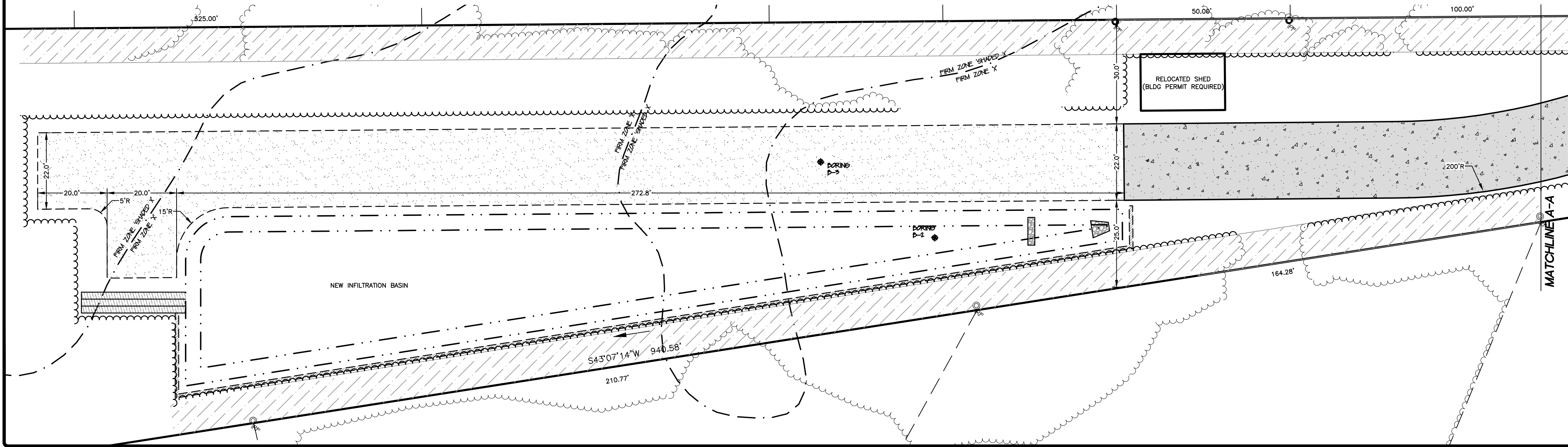
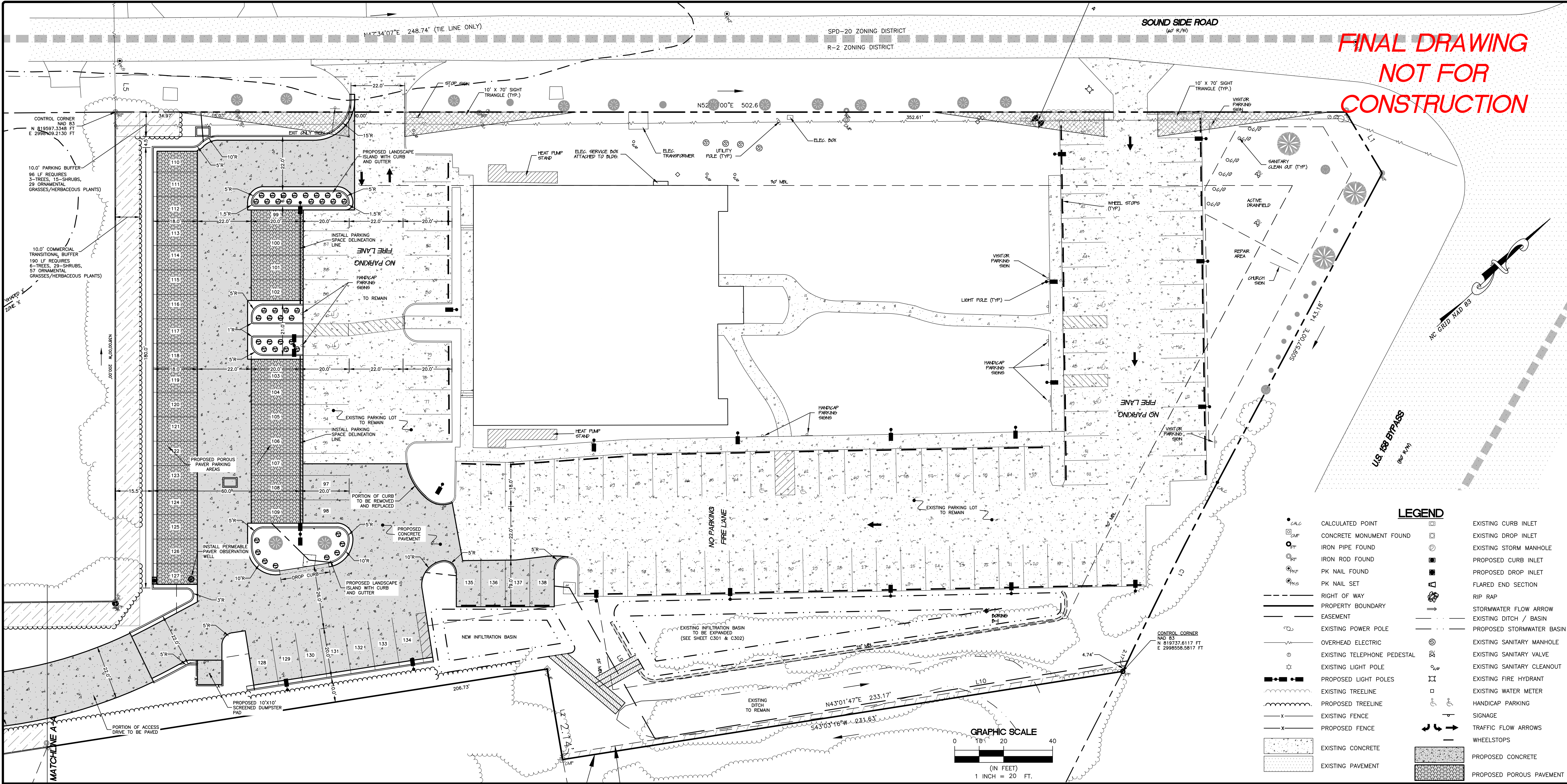


NO.	DATE	DESCRIPTION	BY	REA
1	02/15/2023	PRELIMINARY REVIEW COMMENTS		

REVISIONS

Engineering - Environmental - Land Planning

Albemarle & Associates, Ltd.
P.O. Box 985
Kill Devil Hills, NC 27548
Phone: (252) 441-2113
www.albemarleandassociates.com
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LANDSCAPING, BUFFERING AND VEGETATION PRESERVATION

COMMERCIAL TRANSITIONAL PROTECTIVE YARDS

BUFFERYARDS SHALL CONTAIN 3 TREES, 15 SHRUBS AND 30 ORNAMENTAL GRASSES OR HERBACEOUS PLANTS PER EVERY 100' (ARTICLE 10.93.2.1)

AT A MINIMUM, 50% OF THE NUMBER OF PLANTS SHALL BE LOCALLY ADAPTED EVERGREEN SPECIES (ARTICLE 10.93.2.4)

TREES SHALL BE A MINIMUM OF 5' HEIGHT AT TIME OF PLANTING WITHIN THE COMMERCIAL TRANSITIONAL BUFFER AND 3' IN HEIGHT AND 1" DIAMETER (MEASURED AT 18" ABOVE GRADE) IN OTHER LOCATIONS.

SHRUBS SHALL BE A MINIMUM OF 18" HEIGHT AT TIME OF PLANTING, 50% OF THESE SHALL BE SPECIES THAT ARE EXPECTED TO REACH A HEIGHT OF 5' WITHIN THREE YEARS

COMMERCIAL TRANSITIONAL PROTECTIVE YARDS SHALL BE AT LEAST 10' IN WIDTH CONSIST OF TWO ROWS OF THE REQUIRED BUFFERYARD (ARTICLE 1.93.2.1.1). TREES AND SHRUBS SHALL BE A MINIMUM OF 5' AT TIME OF PLANTING (ARTICLE 10.93.3.2.3) AND ORNAMENTAL GRASSES OR HERBACEOUS PLANTS ARE NOT REQUIRED (ARTICLE 10.93.3.2.4)

INTERIOR PARKING LOT LANDSCAPING

TOTAL AREA OF PARKING SPACES = 26,113 SF
TOTAL AREA OF INTERIOR PARKING LOT LANDSCAPING = 2,961 SF (11.3%)

VEGETATION PRESERVATION

139,963.3 SF (48.7%) OF THE LOT WILL REMAIN UNDISTURBED. THIS EXCLUDES AREAS THAT WERE PREVIOUSLY DEVELOPED.

TREES (RECOMMENDED - JAPANESE BLACK PINE, RED BAY WILD OLIVE, CREPE MYRTLE)

SHRUBS (RECOMMENDED - JAPANESE PITTOSPORUM, NORTHERN BAYBERRY, YEDDO HAWTHORNE, OLEANDER, DWARF WITH ALDER)

ORNAMENTAL GRASSES OR HERBACEOUS PLANTS (<30" TALL) (RECOMMENDED - SEASIDE GOLDEN ROD, BLANKET FLOWER, CYPRESS LAVENDER COTTON, BUTTERFLY WEED, PURPLE CONEFLOWER)

NOTE: A MINIMUM OF 50% OF THE BUFFER PLANTS SHALL BE LOCALLY ADAPTED EVERGREEN.

FINAL DRAWING
NOT FOR
CONSTRUCTION

LEGEND	
	CALCULATED POINT
	CONCRETE MONUMENT FOUND
	IRON PIPE FOUND
	IRON ROD FOUND
	PK NAIL FOUND
	PK NAIL SET
	RIGHT OF WAY
	PROPERTY BOUNDARY
	EASEMENT
	EXISTING POWER POLE
	OVERHEAD ELECTRIC
	EXISTING TELEPHONE PEDESTAL
	EXISTING LIGHT POLE
	PROPOSED LIGHT POLES
	EXISTING TREELINE
	PROPOSED TREELINE
	EXISTING FENCE
	PROPOSED FENCE
	EXISTING CONCRETE
	EXISTING PAVEMENT
	EXISTING CURB INLET
	EXISTING DROP INLET
	EXISTING STORM MANHOLE
	PROPOSED CURB INLET
	PROPOSED DROP INLET
	FLARED END SECTION
	RIP RAP
	STORMWATER FLOW ARROW
	EXISTING DITCH / BASIN
	PROPOSED STORMWATER BASIN
	EXISTING SANITARY MANHOLE
	EXISTING SANITARY VALVE
	EXISTING SANITARY CLEANOUT
	EXISTING FIRE HYDRANT
	EXISTING WATER METER
	HANDICAP PARKING SIGNAGE
	TRAFFIC FLOW ARROWS
	WHEELSTOPS
	PROPOSED CONCRETE
	PROPOSED POROUS PAVEMENT

SITE PLAN & LANDSCAPING BUFFER PLAN

NAGS HEAD CHURCH 105 SOUNSIDEROAD

NACS HEAD TOWNSHIP DARE COUNTY NORTH CAROLINA

DATE:	02/15/2023
SURVEYED:	SEE NOTES
DESIGNED:	MJM
DRAWN:	KCA
CHECKED:	MJM
FILE:	07356J2

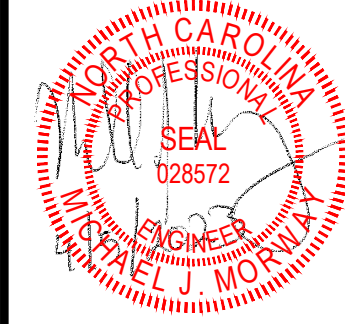
SCALE:
1" = 20'

C201

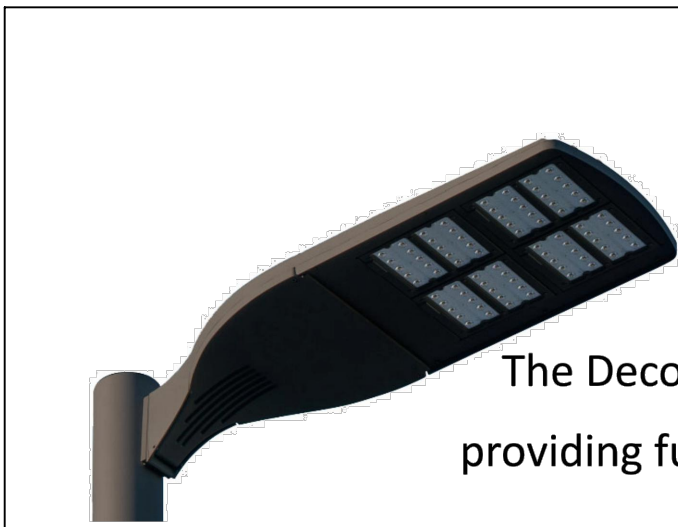
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Albemarle
& ASSOCIATES, LTD.

Albemarle & Associates, Ltd.
P.O. Box 985
Kill Devil Hills, NC 27848
Phone: (252) 441-2113
www.albemarleassociates.com
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NO.	DATE	DESCRIPTION
1	02/15/2023	PRELIMINARY SITE PLAN
2	02/15/2023	FINAL SITE PLAN

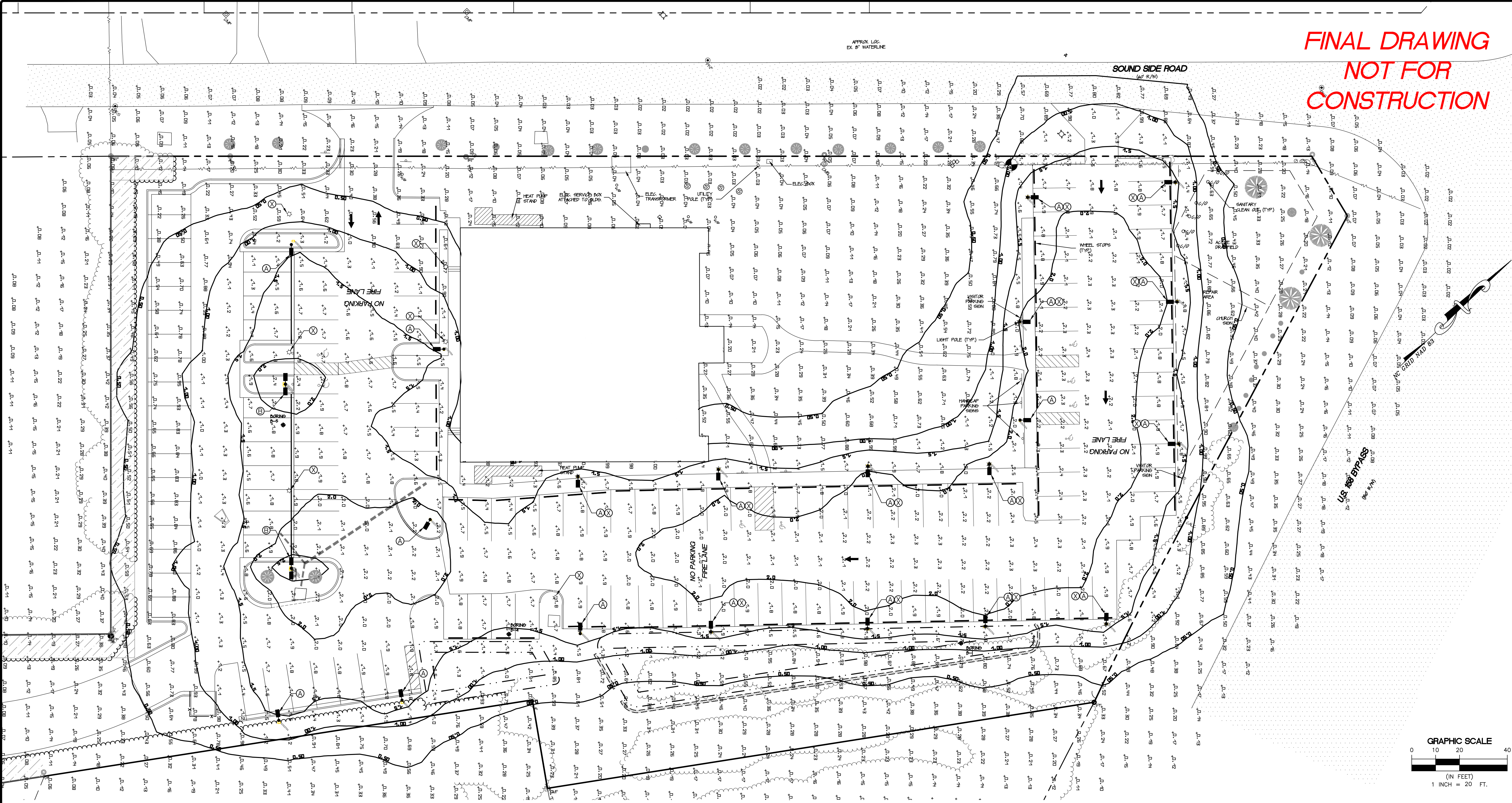


The Decorative Shoebox luminaire is an attractive fixture in a dark bronze color, providing full cut-off distribution for lighting parking areas and for roadway lighting.

Comparable HID Wattage	Finish Color	Initial Lamp Lumens	Lighting Pattern	Correlated Color Temperature (CCT)	Input Wattage	Input Amps	Billing Tier	EPA	B-U-G Rating	Recommended Mounting Height (ft.)	Luminaire Stock #	WMIS CU Code
150	Dark Bronze	7675	Type IV	3000K	71	0.69	3	0.80	2-0-2	25 - 30	42323704	LEDSBD08432XXX

Decorative Shoebox

- ⊗ ✧ EXISTING COLONIAL LIGHT TO BE REMOVED
- Ⓐ ■ NEW - SINGLE DECORATIVE SHOEBOX PARKING AREA LIGHT MOUNTED ON 30' POLE
- Ⓑ ■ NEW - DOUBLE DECORATIVE SHOEBOX PARKING AREA LIGHT MOUNTED ON 30' POLE



THIS DRAWING REPRESENTS A COMPUTER GENERATED PHOTOMETRIC BASED UPON THE PROPOSED FIXTURE TYPES, MOUNTING HEIGHTS, LENSES AND ORIENTATION TO MEET THE REQUIREMENTS OF THE ORDINANCE.

DOMINION POWER DECORATIVE SHOEBOX FULL CUTOFF FIXTURES 42323704 (7,675 LUMENS, TYPE IV DISTRIBUTION, 3000 K CCT) AT 30' MOUNTED HEIGHT.

PARKING LOT CALCULATION SURFACE
ARBITRARY GRID: HORIZONTAL ILLUMINANCE STATISTICS

MAX: 2.4 fc
MIN: 0.22 fc

FINAL DRAWING
NOT FOR
CONSTRUCTION

LIGHTING PLAN

NAGS HEAD CHURCH
105 SOUNSIDE ROAD

NACS HEAD TOWNSHIP DARE COUNTY NORTH CAROLINA

DATE:	02/15/2023
SURVEYED:	SEE NOTES
DESIGNED:	MJM
DRAWN:	RCA
CHECKED:	MJM
FILE:	07356J2

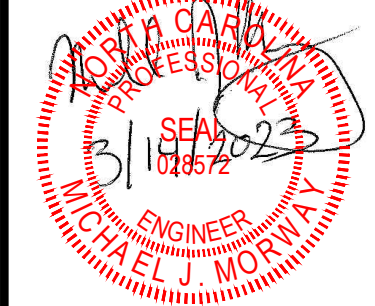
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1" = 20'

C202

PROJ. NO. 07356J2

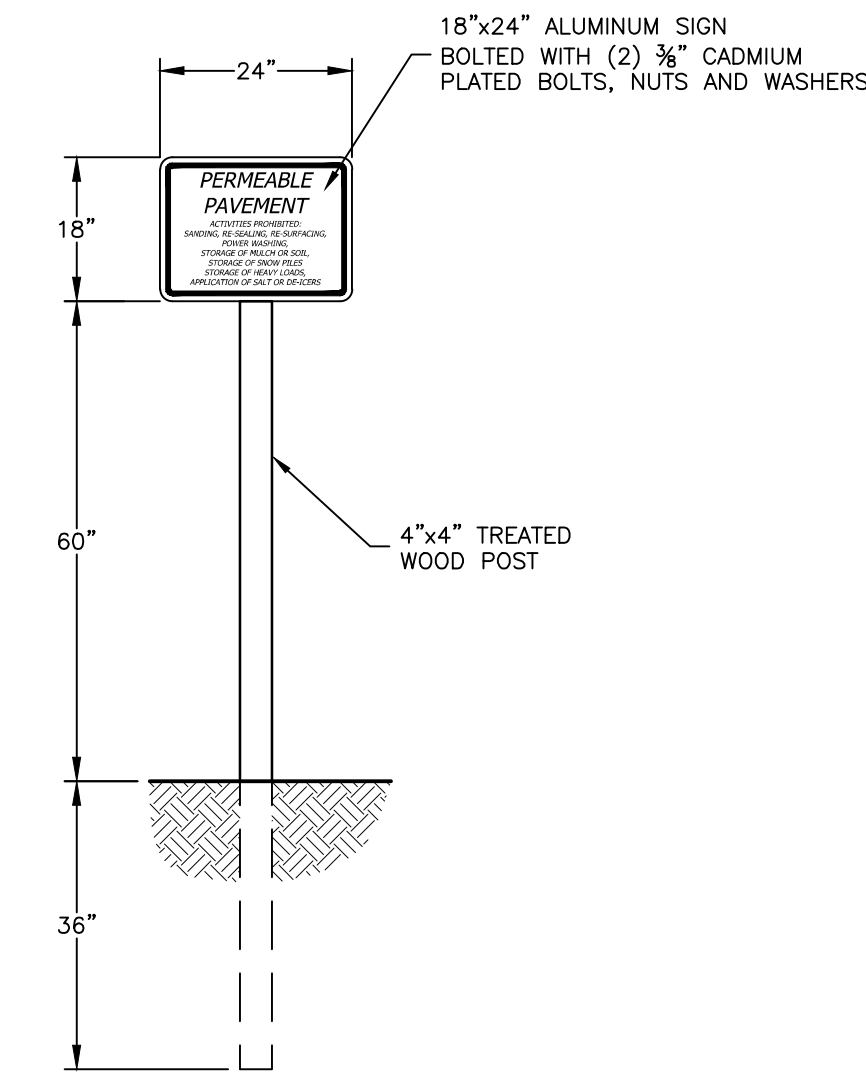
REVISIONS

NO.	DATE	DESCRIPTION	BY
1	02/15/2023	PRELIMINARY REVIEW COMMENTS	RCA



Albemarle & Associates, Ltd.
10101 Old Highway 101
P.O. Box 985
Kill Devil Hills, NC 27848
Phone: (252) 441-2113
www.albemarleandassociates.com
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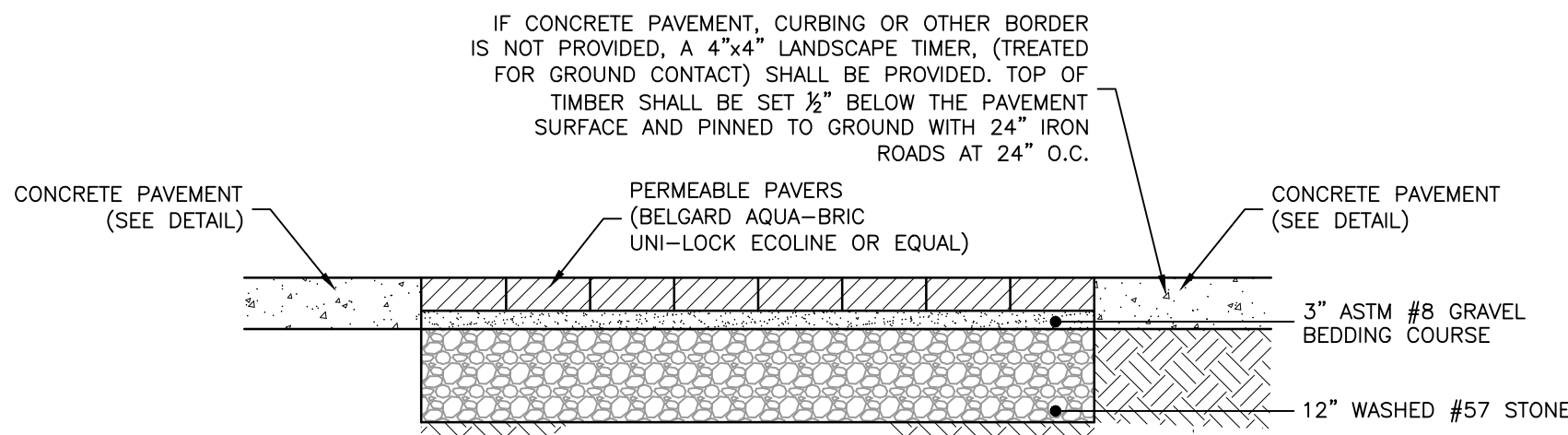
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PERMEABLE PAVEMENT WARNING SIGN

NTS
ONE SIGN SHALL BE PROVIDED AT THE PARKING LOT IDENTIFYING THE PERMEABLE PAVEMENT. SIGN SHALL READ:

PERMEABLE PAVEMENT
ACTIVITIES PROHIBITED:
SANDING, RE-SEALING, RE-SURFACING,
POWER WASHING, STORAGE OF MULCH OR SOIL,
STORAGE OF SNOW PILES, STORAGE OF HEAVY
LOADS, APPLICATION OF SALT OR DE-ICERS

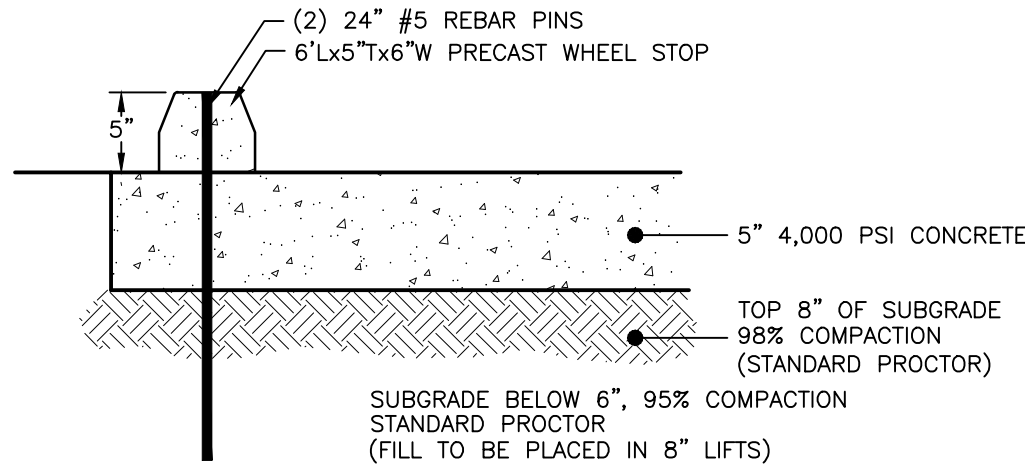


PERMEABLE INTERLOCKING PAVER (PICP) DETAIL

NTS

PERMEABLE INTERLOCKING PAVER (PICP) NOTES

- PERMEABLE PAVEMENT SHALL CONSIST OF PERMEABLE INTERLOCKING CONCRETE PAVERS CONSTRUCTED IN ACCORDANCE WITH THE STANDARD CONSTRUCTION DETAILS. SELECTION OF PERMEABLE PAVEMENT SHALL BE MADE BY THE DEVELOPER AND IS NOT AT THE DISCRETION OF THE CONTRACTOR.
- CONTRACTOR SHALL COMPLY WITH NCDEQ STANDARDS.
- UNDERDRAIN BENEATH PERMEABLE PAVEMENT IS NOT REQUIRED UNLESS OTHERWISE SHOWN ON THE PROJECT PLANS.
- SUBGRADE SHALL BE GRADED AT THE SLOPES SHOWN ON THE GRADING PLAN, ACCOUNTING FOR DEPTHS PRESCRIBED IN THE PAVEMENT SECTION. IN NO CASE SHALL SUBGRADE SLOPE EXCEED 2%.
- SUBGRADE SHALL BE GRADED WHEN DRY.
- PERMEABLE PAVEMENT SHALL BE PROTECTED FROM SEDIMENT. IT IS HIGHLY RECOMMENDED THAT PAVEMENT BE CONSTRUCTED ONLY AFTER SITE WORK IN THE VICINITY OF THE PAVEMENT IS COMPLETED AND STABILIZED WITH PERMANENT VEGETATION AND HEAVY CONSTRUCTION TRAFFIC IS NO LONGER ANTICIPATED. IF PAVEMENT IS CONSTRUCTED PRIOR TO THE COMPLETION AND STABILIZATION OF SITE WORK, PAVEMENT SHALL BE PROTECTED FROM SEDIMENT THROUGH SILT FENCING OR OTHER APPROVED MEANS.

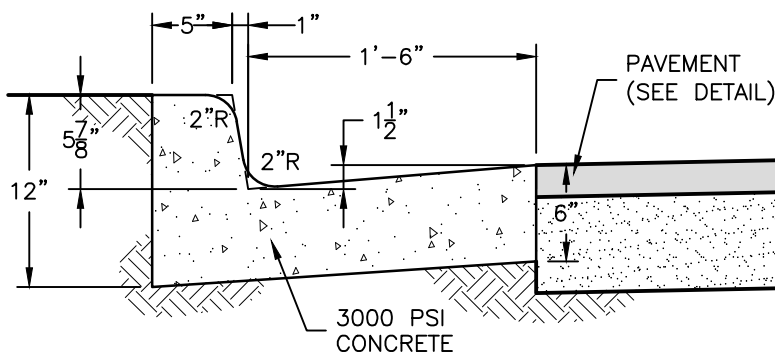


NOTE: CONFIRM PAVEMENT THICKNESS WITH GEOTECHNICAL REPORT.

CONCRETE PAVEMENT AND WHEEL STOP DETAIL

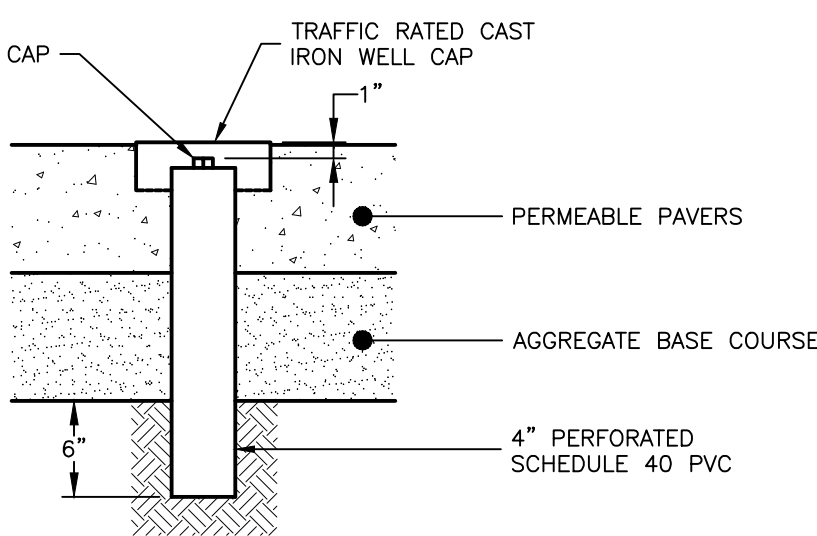
NTS

J:\CAD\DETAILS\C201-SITE PLAN\PAVEMENT\TYPICAL PAVEMENT SECTION AND WHEEL STOP.DWG



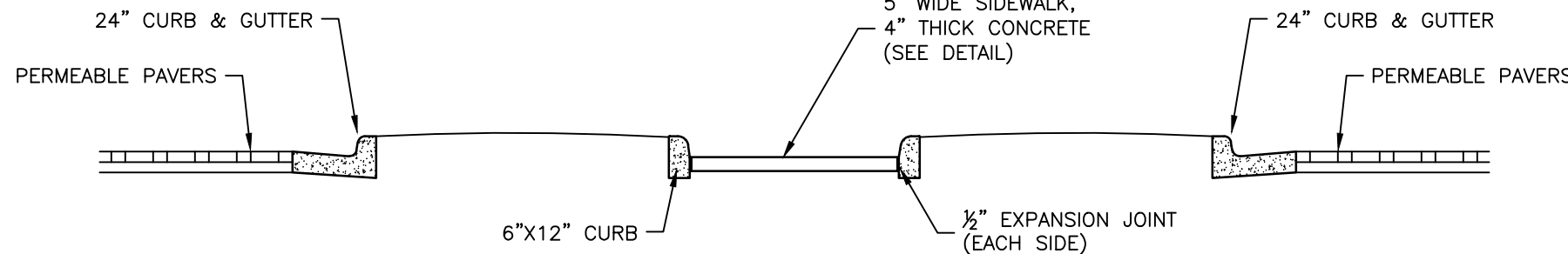
STANDARD CURB AND GUTTER

NTS



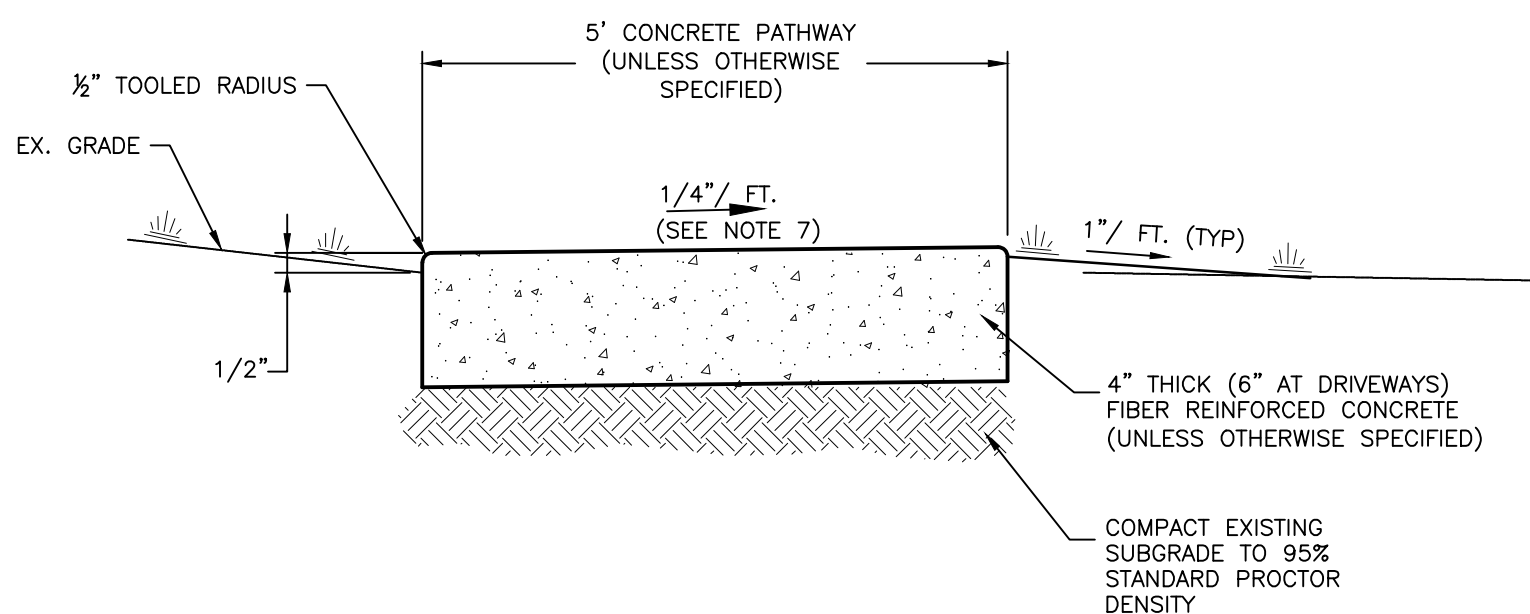
PERMEABLE PAVER OBSERVATION WELL DETAIL

NTS



SIDEWALK IN LANDSCAPE ISLAND DETAIL

NTS



CONCRETE SIDEWALK DETAIL

NTS

NOTES:

- ALL CONCRETE SHALL BE 3,000 PSI, 4" THICK, UNLESS NOTED OTHERWISE. DRIVE APRONS AND PATHWAY AT DRIVEWAYS SHALL BE 6" THICK CONCRETE SHALL BE PREPARED IN ACCORDANCE WITH ACI 211.1, ACI 301 AND ASTM C94.
- CONTROL JOINTS SHALL BE PLACED PERPENDICULAR TO THE EDGE OF PAVEMENT AT 5' SPACING. CONTROL JOINTS SHALL BE SAWED.
- EXPANSION JOINTS SHALL BE PLACED AT THE END OF EACH SECTION OF CONSTRUCTION INCLUDING THE LOCATIONS THAT PAVEMENT ABUTS EXISTING PAVEMENT AND AT 30' INTERVALS. EXPANSION JOINT MATERIAL SHALL BE 1/2" THICK AND CONFORM TO ASTM D 1751.
- LONGITUDINAL SLOPE SHALL NOT EXCEED 5%.
- A BROOMED SURFACE FINISH SHALL BE PROVIDED UNLESS OTHERWISE APPROVED BY THE OWNER.
- TESTING SHALL BE PROVIDED BY THE CONTRACTOR.
- REFER TO PLANS FOR SLOPE DIRECTION.

LANDSCAPE NOTES

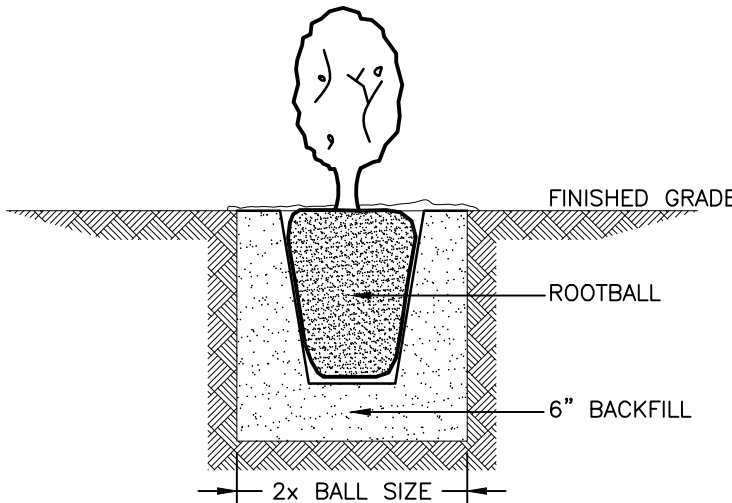
PREPARATION:
LAYOUT TREE AND SHRUB LOCATIONS AND AREAS AND SECURE LANDSCAPE DESIGNERS APPROVAL BEFORE START OF PLANTING WORK. MAKE MINOR ADJUSTMENTS AS MAY BE REQUESTED. FINE GRADE LAWN AREAS TO A SMOOTH, EVEN SURFACE WITH LOOSE, UNIFORM FINE TEXTURE. ROLL, RAKE AND DRAG LAWN AREAS, REMOVE RIDGES AND FILL DEPRESSIONS, AS REQUIRED TO MEET FINAL GRADE. LIMIT FINE GRADING TO AREAS THAT CAN BE PLANTED IMMEDIATELY AFTER GRADING.

EXCAVATION FOR TREES AND SHRUBS:
EXCAVATE PITS, BEDS AND TRENCHES WITH VERTICAL SIDES AND WITH BOTTOM OF EXCAVATION SLIGHTLY RAISED AT CENTER TO PROVIDE PROPER DRAINAGE. LOOSEN HARD SUBSOIL IN BOTTOM OF EXCAVATION. FOR BALLED AND BURLAPPED, AND POTTED (B&B TREES AND SHRUBS), MAKE EXCAVATIONS AT LEAST HALF AGAIN AS WIDE AS THE ROOT BALL DIAMETER AND EQUAL TO THE ROOT BALL DEPTH, PLUS ALLOWING FOR SETTING OF ROOT BALL ON A LAYER OF COMPACTED BACKFILL.

PLANTING TREES AND SHRUBS:
SET BALLED AND BURLAPPED AND POTTED STOCK ON LAYER OF COMPACTED PLANTING SOIL MIXTURE. PLUMB AND IN THE CENTER OF THE PIT OR TRENCH, WITH THE TOP OF THE ROOT BALL AT THE SAME ELEVATION AS ADJACENT FINISHED LANDSCAPE GRADES. WHEN SET, PLACE ADDITIONAL BACKFILL AROUND BASE AND SIDES OF ROOT BALL, AND WORK EACH LAYER TO ELIMINATE VOIDS AND AIR POCKETS. WHEN EXCAVATION IS APPROXIMATELY 2/3 FULL, WATER THOROUGHLY BEFORE PLACING REMAINDER OF BACKFILL. WATER AGAIN AFTER PLACING FINAL LAYER OF BACKFILL. MULCH PITS, TRENCHES AND PLANTED AREAS. PROVIDE NOT LESS THAN 3" THICKNESS OF MULCH AND FINISH LEVEL WITH ADJACENT GRADE.

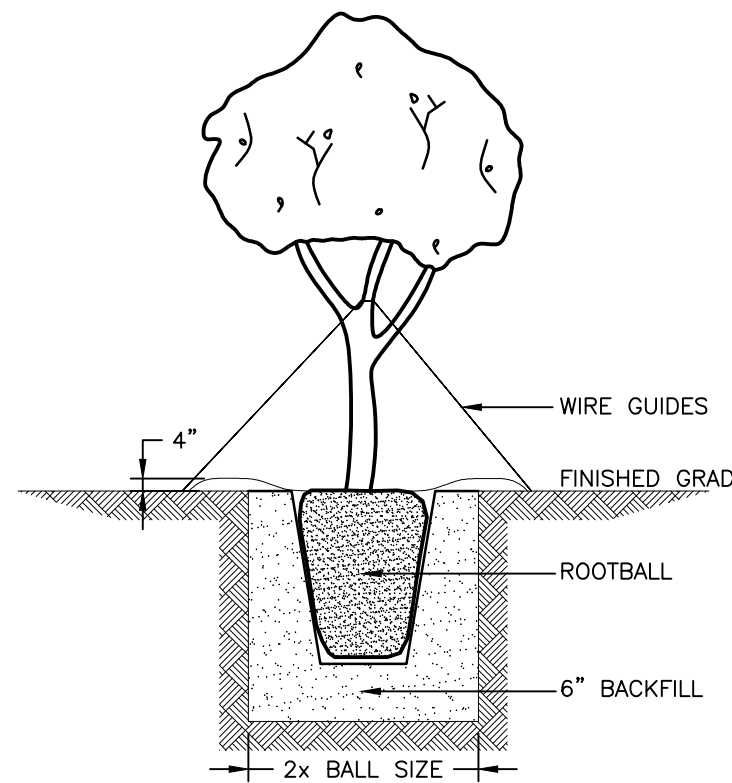
SEEDING NEW LAWNS:
DO NOT USE WET SEED OR SEED WHICH IS SLIGHTLY MOLDY OR OTHERWISE DAMAGED IN TRANSIT OR STORAGE. SOW SEED USING A DROP SPREADER OR SEEDING MACHINE. DO NOT SEED WHEN WIND VELOCITY EXCEEDS 5 MPH UNLESS USING A DROP SPREADER. DISTRIBUTE SEED EVENLY OVER ENTIRE AREA BY SOWING EQUAL QUANTITIES IN 2 DIRECTIONS AT RIGHT ANGLES TO EACH OTHER. SOW NOT LESS THAN THE QUANTITY OF SEED SPECIFIED OR SCHEDULED BY THE SEED MANUFACTURER OR SUPPLIER FOR THE TYPE OF SEED BEING SOWN. RAKE SEED LIGHTLY INTO TOP 1/8" OF SOIL. ROLL LIGHTLY AND WATER WITH A FINE SPRAY. LAY TURF STARTING IN THE CENTER AND WORKING TOWARDS THE SIDES. TURF SHALL BE LAID PARALLEL TO THE LONGEST EDGE OF FINISHED AREA AND SHALL BE LAID WITH STAGGERED SEAMS. EDGE TURF AFTER INSTALLATION IS COMPLETED. WATER THOROUGHLY.

CLEAN-UP AND PROTECTION:
DURING LANDSCAPE WORK, KEEP PAVEMENTS CLEAN AND WORK AREA IN AN ORDERLY CONDITION. PROTECT LANDSCAPE WORK AND MATERIALS FROM DAMAGE DUE TO LANDSCAPE OPERATIONS. OPERATIONS BY OTHER CONTRACTORS AND TRADES AND TRESPASSERS. MAINTAIN PROTECTION DURING INSTALLATION AND MAINTENANCE PERIODS. TREAT, REPAIR OR REPLACE DAMAGED LANDSCAPE WORK AS DIRECTED.



SHRUB PLANTING DETAIL

NTS



TREE PLANTING DETAIL

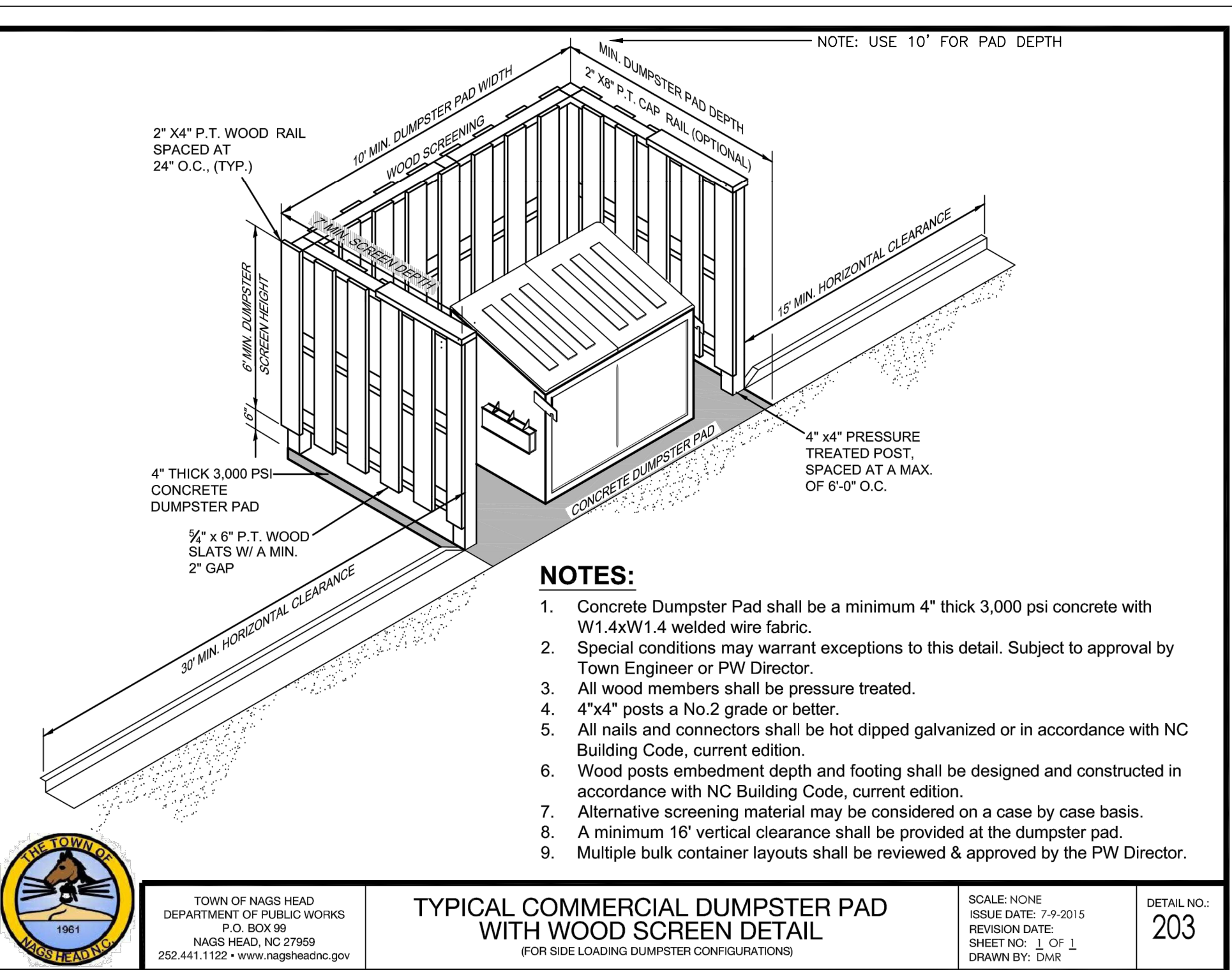
NTS

NO.	DATE	DESCRIPTION
1	02/15/2023	PER TECHNICAL REVIEW COMMENTS
2	02/22/2023	FINAL SUBMITTAL

REVISIONS	BY	DATE	DESCRIPTION
1	ALB	02/15/2023	PER TECHNICAL REVIEW COMMENTS
2	ALB	02/22/2023	FINAL SUBMITTAL

SITE PLAN
NAGS HEAD CHURCH
105 SOUNSIDE ROAD
NACS HEAD TOWNSHIP
DARE COUNTY
NORTH CAROLINA

DATE:	02/15/2023	SEE NOTES	DESIGNED:	MJM	DRAWN:	KCA	CHECKED:	MJM	FILE:	07356J2
SCALE: 1" = 20'										
C203										
PROJ. NO. 07356J2										



NOTES:

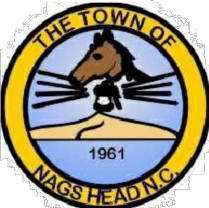
- Concrete Dumpster Pad shall be a minimum 4" thick 3,000 psi concrete with W1.4xW1.4 welded wire fabric.
- Special conditions may warrant exceptions to this detail. Subject to approval by Town Engineer or PW Director.
- All wood members shall be pressure treated.
- 4"x4" posts a No. 2 grade or better.
- All nails and connectors shall be hot dipped galvanized or in accordance with NC Building Code, current edition.
- Wood posts embedment depth and footing shall be designed and constructed in accordance with NC Building Code, current edition.
- Alternative screening material may be considered on a case by case basis.
- A minimum 16' vertical clearance shall be provided at the dumpster pad.
- Multiple bulk container layouts shall be reviewed & approved by the PW Director.

TYPICAL COMMERCIAL DUMPSTER PAD WITH WOOD SCREEN DETAIL

(FOR SIDE LOADING DUMPSTER CONFIGURATIONS)

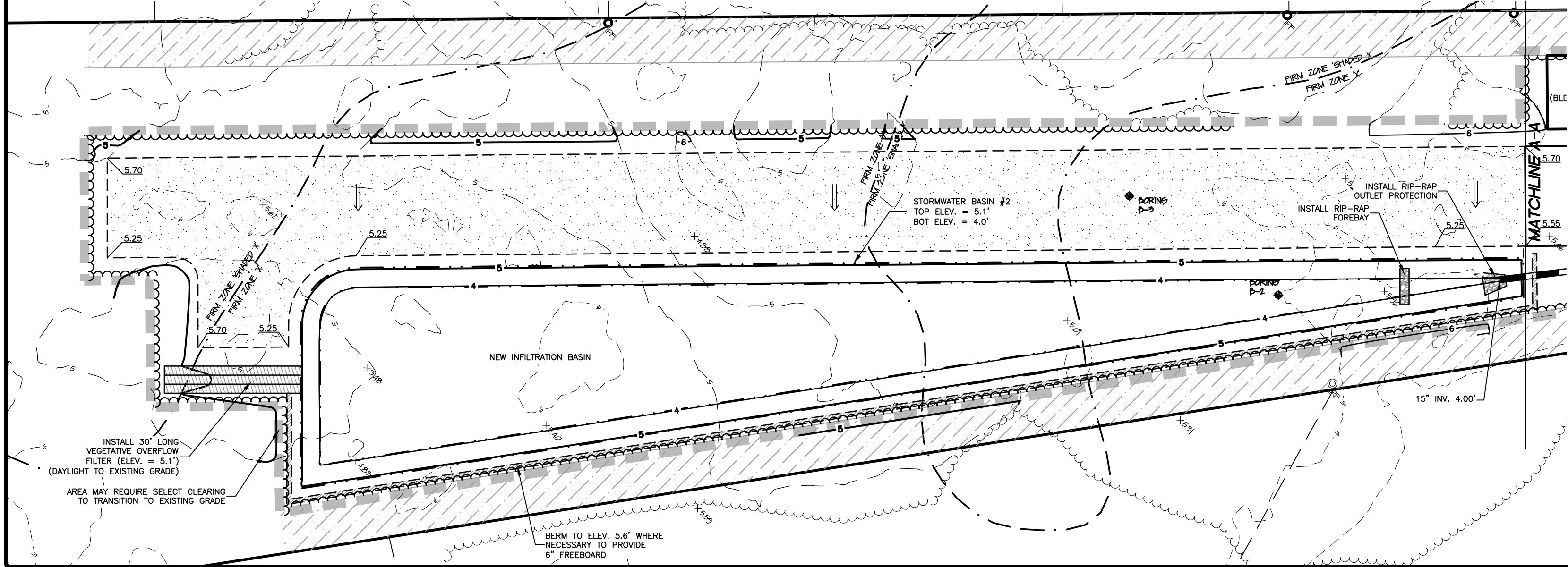
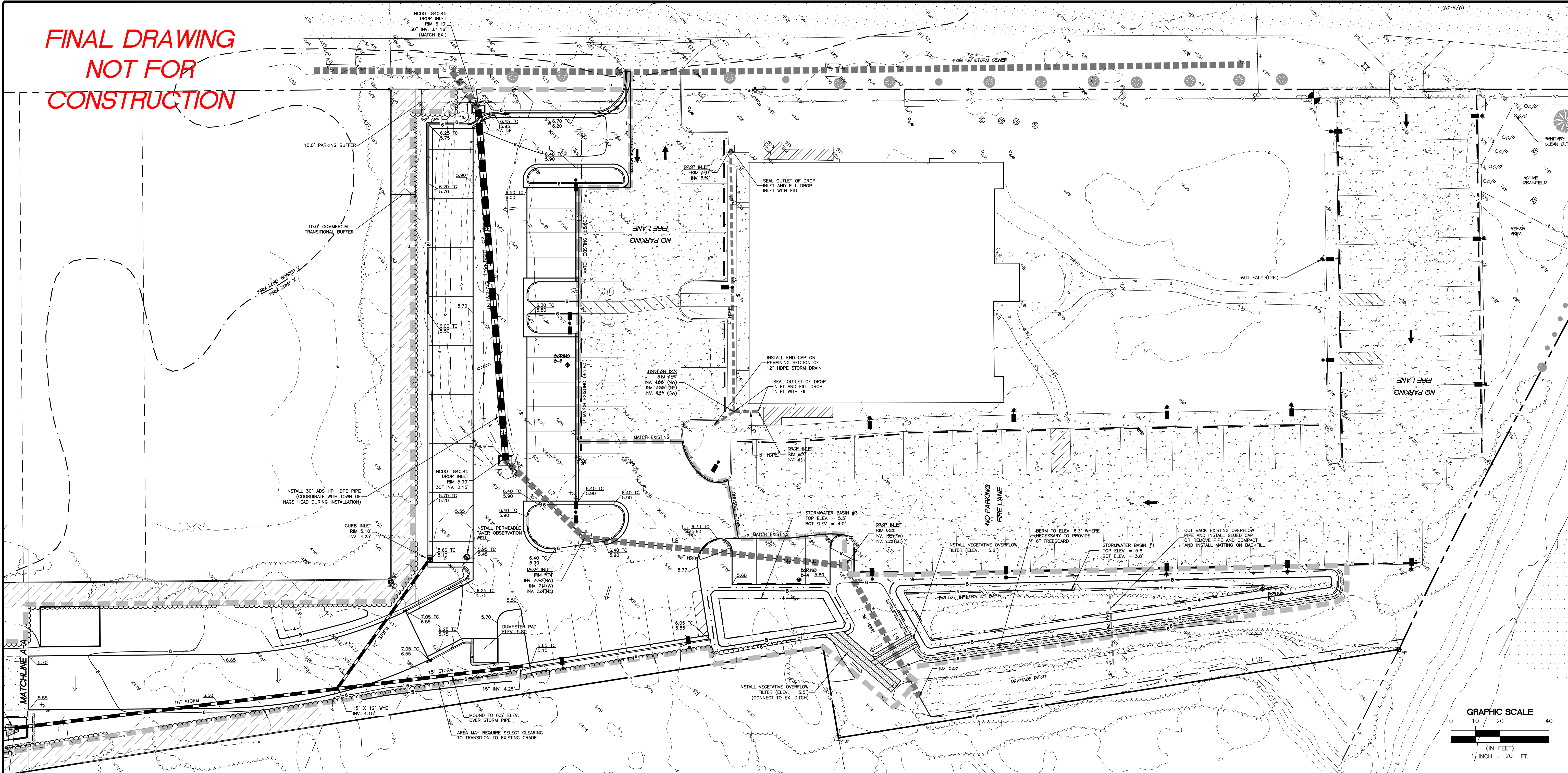
SCALE: NONE
ISSUE DATE: 7-9-2015
REVISION DATE:
SHEET NO.: 1 OF 1
DRAWN BY: DMS

DETAIL NO.:
203



TOWN OF NAGS HEAD
DEPARTMENT OF PUBLIC WORKS
P.O. BOX 99
NAGS HEAD, NC 27859
252.441.1122 • www.nagshadnc.gov

FINAL DRAWING
NOT FOR
CONSTRUCTION



GRADING NOTES:

- ALL CONSTRUCTION TRAFFIC SHALL UTILIZE THE CONSTRUCTION ENTRANCE AS DESIGNATED.
- PRIOR TO COMMENCEMENT OF ANY LAND DISTURBING ACTIVITIES, ALL EROSION AND SEDIMENTATION CONTROL MEASURES IDENTIFIED ON THIS PLAN SHALL BE INSTALLED IN ACCORDANCE WITH THE EROSION CONTROL PLAN.
- THE CONTRACTOR SHALL ENSURE THAT AREAS OUTSIDE OF THE LIMITS OF LAND DISTURBANCE AS WELL AS TREES SPECIFICALLY NOTED FOR PROTECTION ARE NOT ADVERSELY IMPACTED BY ANY CLEARING ACTIVITIES.
- PRIOR TO FILLING THE SITE, THE CONTRACTOR SHALL STRIP AND STOCKPILE TOPSOIL IN ACCORDANCE WITH GEOTECHNICAL REPORTS AT THE LOCATION INDICATED. AREAS WHICH ARE TO BE FILLED SHALL BE RAISED IN COMPACTED SEQUENTIAL LIFTS NOT TO EXCEED 8 INCHES IN DEPTH. FILL MATERIAL SHALL BE CLEAN, WELL GRADED SAND. FILL LOCATED BENEATH PAVEMENT SHALL BE COMPACTED PER GEOTECHNICAL REPORT. TOPSOIL STOCKPILED CAN BE USED ON SITE FOR RESPRAD UPON COMPLETION OF FILL AND USED WITHIN STORMWATER TREATMENT AREA.
- LIMITS OF SLOPES AND GRADING SHALL BE IN ACCORDANCE WITH THE LIMITS SHOWN HEREON.
- EXISTING FEATURES AND SURVEY INFORMATION OBTAINED BY ALBEMARLE & ASSOCIATES, LTD ENTITLED "AS-BUILT FOR NAGS HEAD CHURCH" DATED 2/21/2007. ADDITIONAL SURVEYING ALONG THE WESTERN PORTION WAS OBTAINED BY J. H. MILLER LAND SURVEYING AND SUPPLEMENTED WITH LIDAR TOPOGRAPHY (NOAA 2022 CONED).

DRAINAGE NOTES:

- PRIOR TO CONSTRUCTION, THE CONTRACTOR SHALL CONTACT NC ONE CALL (811) TO LOCATE UNDERGROUND UTILITIES.
- ALL STORM SEWERS SHALL BE PLACED IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS. STORM SEWERS SHALL BE SMOOTH INTERIOR, DOUBLE WALLED HDPE WITH GASKETED CONNECTIONS UNLESS OTHERWISE NOTED.
- DROP INLETS AND DRAINAGE STRUCTURES SHALL BE CONSTRUCTED PER NCDOT 840.
- END SECTIONS SHALL BE PROVIDED WITH OUTLET PROTECTION (SEE DETAIL ON THIS SHEET).
- INSTALLATION OF STORMWATER MANAGEMENT MEASURES SHALL BE IN ACCORDANCE WITH THIS PLAN AND REQUIREMENTS STIPULATED BY THE DIVISION OF WATER QUALITY STORMWATER PERMIT.
- SEE SITE PLAN NOTES FOR AS-BUILT REQUIREMENTS. UPON COMPLETION OF THE WORK, THE CONTRACTOR SHALL SUPPLY A CERTIFIED AS-BUILT SURVEY. THE SURVEY SHALL INCLUDE ALL SITE IMPROVEMENTS AND STORMWATER MANAGEMENT FEATURES WITH ELEVATIONS.

STORMWATER MANAGEMENT MAINTENANCE NOTES:

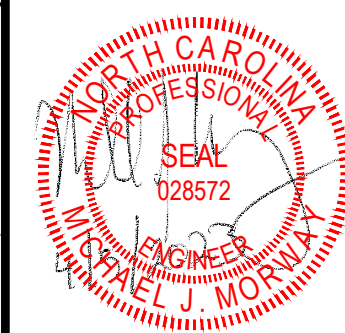
- UPON ACCEPTANCE BY THE OWNER, IT IS THE OWNER'S RESPONSIBILITY TO PROVIDE NECESSARY MAINTENANCE SO THAT THE STORMWATER SYSTEM WILL FUNCTION AS INTENDED.
- AFTER EVERY RUNOFF PRODUCING RAINFALL EVENT AND AT LEAST MONTHLY, INSPECT THE STORMWATER MANAGEMENT POND FOR EROSION, TRASH ACCUMULATION, VEGETATIVE COVER, AND GENERAL CONDITION. ALSO INSPECT THE INFLOW STRUCTURES, OUTLET STRUCTURE, RIP-RAP AND BASIN FOR OBSTRUCTION OR DETERIORATION. REMOVE ANY BLOCKAGE AND REPAIR THE STRUCTURE TO APPROVED DESIGN SPECIFICATIONS.
- REPAIR ERODED AREAS IMMEDIATELY. RE-SEED AS NECESSARY TO MAINTAIN ADEQUATE VEGETATIVE COVER, REMOVE TRASH AS NEEDED.
- CHECK FOR SEDIMENTATION WITHIN THE BASIN ANNUALLY. IF DEPOSITION OF MATERIAL IS OBSERVED WITHIN THE SYSTEM, REESTABLISH DESIGN GRADES AS INDICATED ON APPROVED SITE PLAN. INSPECT BASIN WALLS AND STRUCTURES TO ENSURE THAT THEY ARE MAINTAINED AT THEIR DESIGN ELEVATIONS. IF EROSION OCCURS, REESTABLISH DESIGN ELEVATIONS AS INDICATED ON APPROVED SITE PLAN.

GRADING AND DRAINAGE PLAN

NAGS HEAD CHURCH
105 SOUNDSIDE ROAD

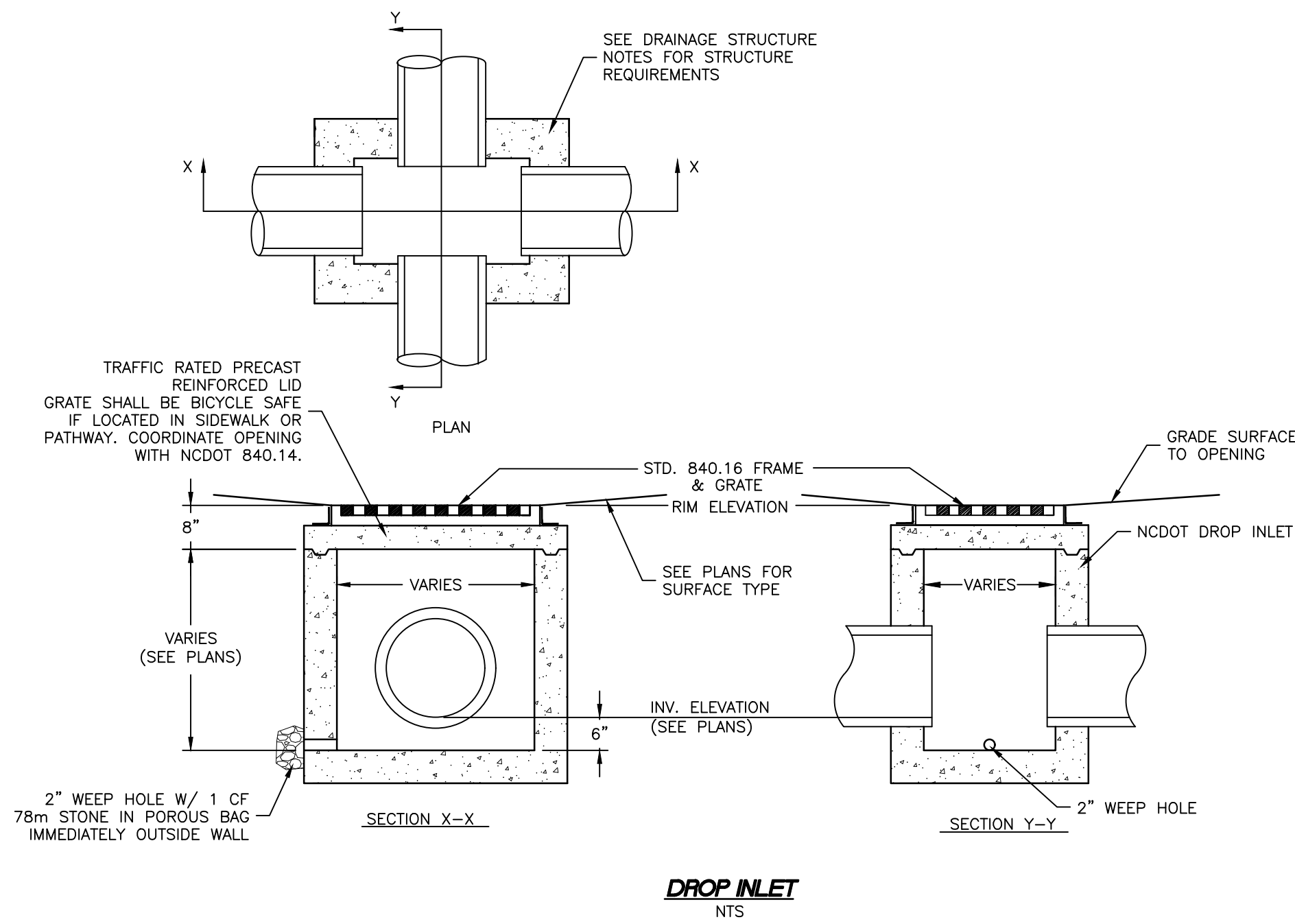
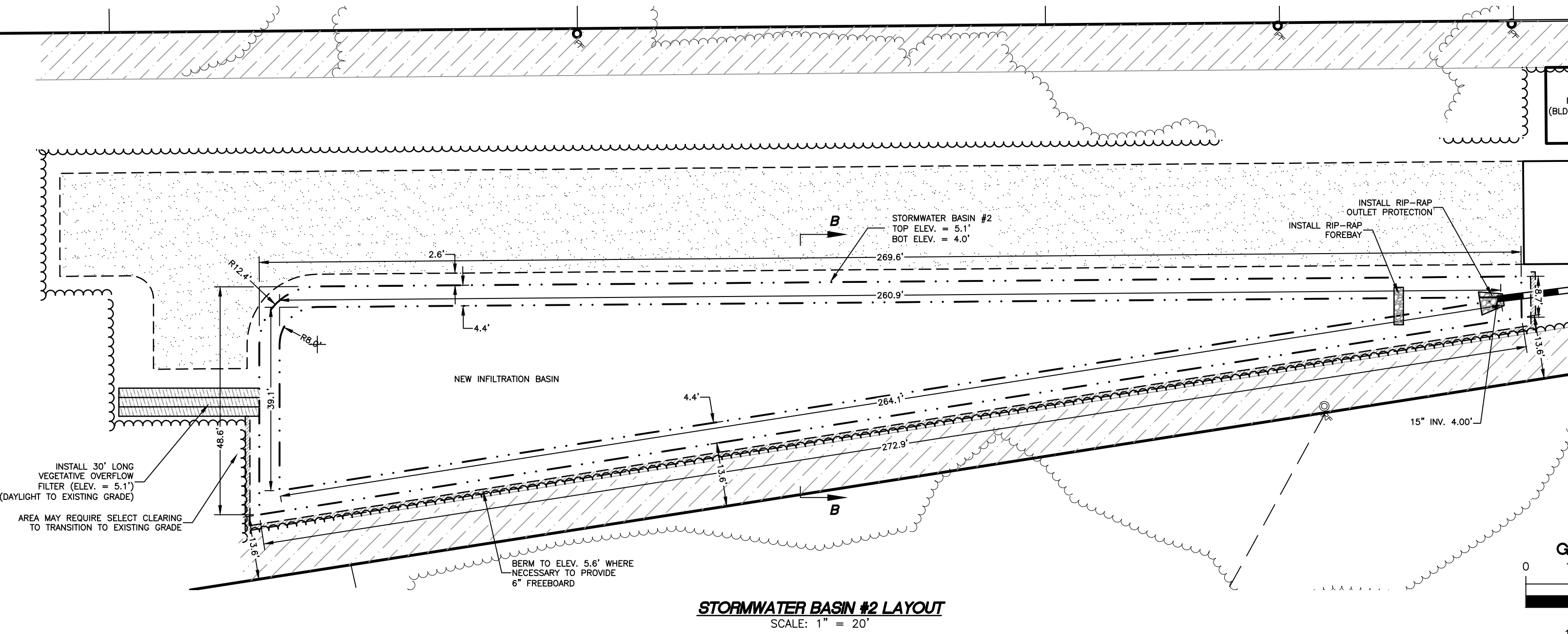
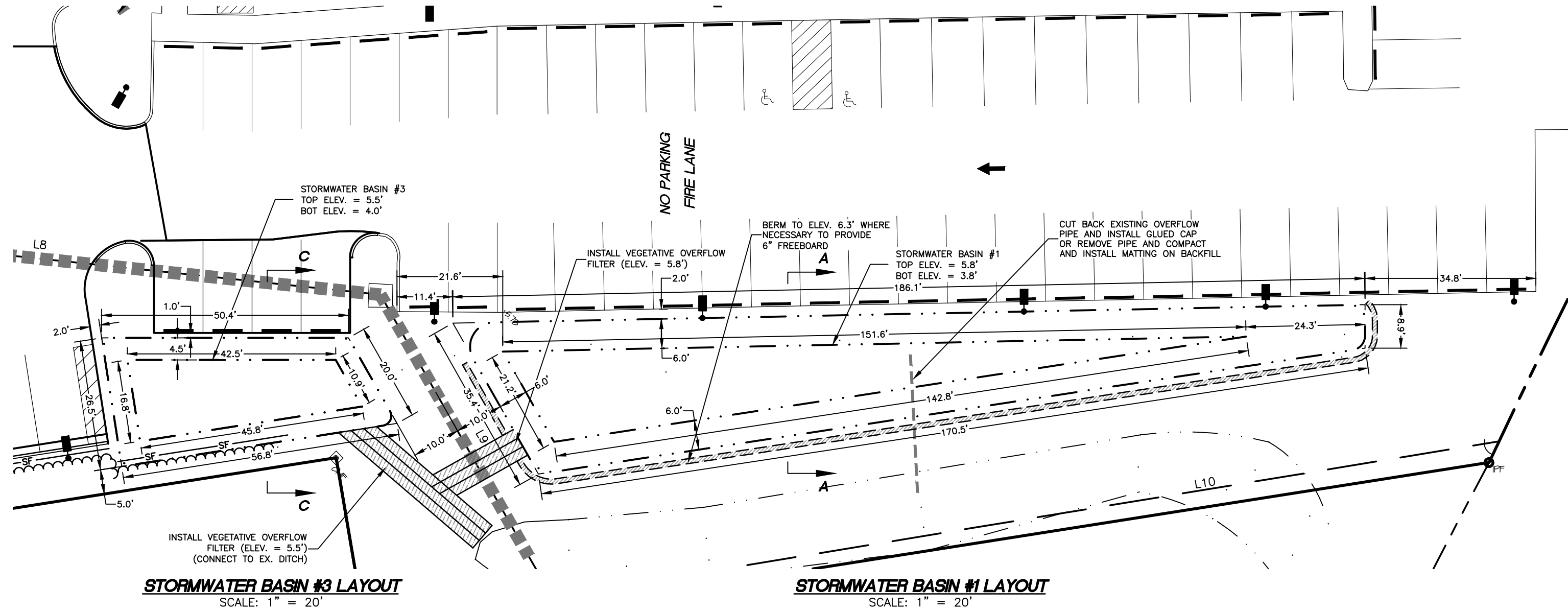
NACS HEAD TOWNSHIP DARE COUNTY NORTH CAROLINA

DATE:	02/15/2023	SEE NOTES			
SURVEYED:		M/JM	KCA		
DESIGNED:					
DRAWN:					
CHECKED:					
FILE:					07356J2
SCALE:					
1" = 20'					
C301					
PROJ. NO. 07356J2					



Albemarle & Associates, Ltd.
P.O. Box 985
Kill Devil Hills, NC 27748
Phone: (252) 441-2113
www.albemarleassociates.com
Cert. of Licensure No. C-1027

Albemarle & Associates, Ltd.
Engineering • Environmental • Land Planning



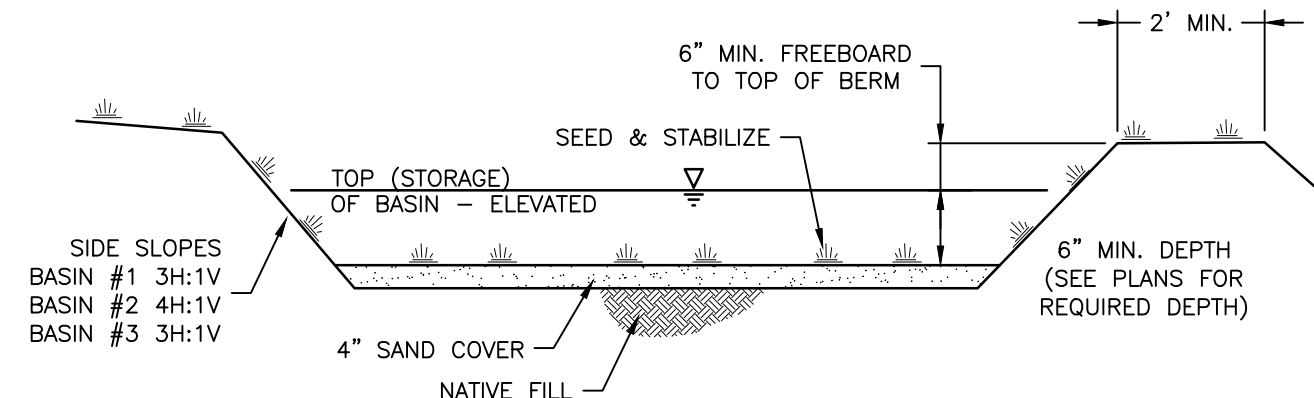
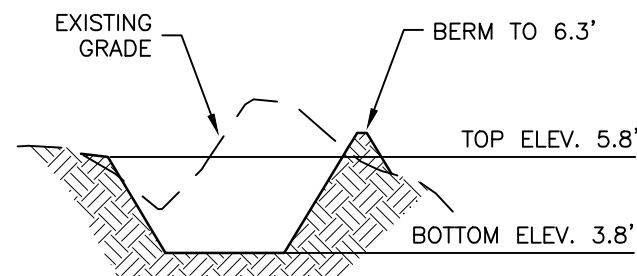
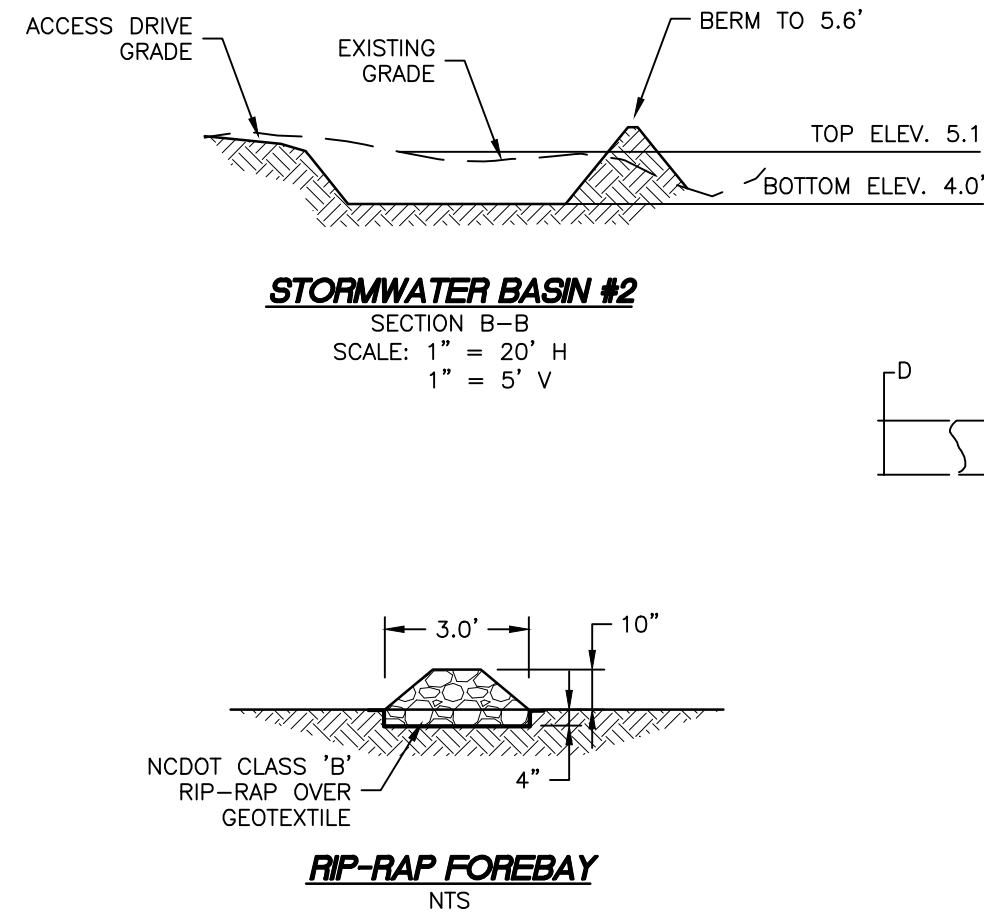
DRAINAGE STRUCTURE NOTES

- GENERAL
 - DRAINAGE STRUCTURES INVERTS SHALL BE CONSTRUCTED WITH INVERT AND RIM ELEVATIONS AS SHOWN ON PLANS. THE AREA SURROUNDING THE DRAINAGE STRUCTURE SHALL BE GRADED TO DIRECT RUNOFF INTO THE STRUCTURE UNLESS OTHERWISE NOTED (SUCH AS RETENTION OVERFLOW).
 - REFER TO PLANS FOR PIPE ORIENTATION AND CONNECTING PIPE SIZES AND COORDINATE DRAINAGE STRUCTURE DIMENSIONS ACCORDINGLY.
 - ALL DRAINAGE STRUCTURES OVER 3' - 6" IN DEPTH SHALL BE FURNISHED WITH POLYPROPYLENE ENCASED STEPS CONFORMING TO NCDOT STD. DWG. 840.66.
 - ANTIFLOATATION RINGS SHALL BE PROVIDED ON DRAINAGE STRUCTURES WHERE THE BOTTOM OF THE STRUCTURE IS INSTALLED BELOW THE GROUND WATER TABLE.
 - WAFFLE BOXES SHALL NOT BE PERMITTED FOR STRUCTURES GREATER THAN 10' IN DEPTH.
 - DRAINAGE STRUCTURES OTHER THAN CLOSED TOP MANHOLES AND JUNCTION BOXES SHALL BE PROTECTED FROM SEDIMENTATION USING DROP INLET PROTECTION UNTIL THE CONTRIBUTING DRAINAGE AREA IS PERMANENTLY STABILIZED.
- CURB INLETS
 - CATCH BASINS SHALL CONFORM TO NCDOT STD. DWGS. AS FOLLOWS:

BRICK	NCDOT 840.01.
CAST IN PLACE CONCRETE	NCDOT 840.02.
PRECAST CONCRETE	NCDOT 840.46
 - FRAME, GRATE & HOOD SHALL CONFORM TO NCDOT STD. DWG. 840.03
- DROP INLETS
 - CATCH BASINS SHALL CONFORM TO NCDOT STD. DWGS. AS FOLLOWS:

BRICK (NON-TRAFFIC BEARING)	NCDOT 840.15
BRICK (TRAFFIC BEARING)	NCDOT 840.35
CAST IN PLACE CONCRETE	NCDOT 840.14
PRECAST CONCRETE (NON-TRAFFIC BEARING)	NCDOT 840.45
PRECAST CONCRETE (TRAFFIC BEARING)	NCDOT 840.46
 - FRAME AND GRATE SHALL CONFORM TO NCDOT STD. DWG. 840.16
- JUNCTION BOXES
 - JUNCTION BOXES SHALL CONFORM TO NCDOT STD. DWGS. AS FOLLOWS:

BRICK (NON-TRAFFIC BEARING)	NCDOT 840.32
BRICK (TRAFFIC BEARING)	NCDOT 840.34
CAST IN PLACE CONCRETE	NCDOT 840.31
PRECAST CONCRETE (NON-TRAFFIC BEARING)	NCDOT 840.45
PRECAST CONCRETE (TRAFFIC BEARING)	NCDOT 840.46
 - JUNCTION BOXES SHALL HAVE A MANHOLE SET ON TOP OF LID. RIM SHALL BE SET AT "RIM" ELEVATION.



- NOTES:
- BASIN GRADING SHALL BE PERFORMED AND PROTECTED, LIMITING COMPACTION FROM CONSTRUCTION EQUIPMENT AND OTHER SOURCES AS MUCH AS POSSIBLE.
 - UPON COMPLETION OF BASIN GRADING, THE LIMITS SHALL BE PROTECTED FROM RUNOFF OF SILT AND OTHER MATERIAL.
 - IN THE EVENT RUNOFF TO BASIN IS NOT PREVENTED, THE ENTIRE BASIN SHALL BE TILLED TO RESTORE INFILTRATIVE CAPABILITIES.
 - STABILIZATION OF BASIN SHALL BE PERFORMED AS SOON AS POSSIBLE. IF BASIN BECOMES FLOODED PRIOR TO ESTABLISHMENT OF GRASS, IT SHALL BE RE-SEEDING UNTIL GRASS IS ESTABLISHED.
 - DO NOT PLACE SOD ALONG BOTTOM OF BASIN UNLESS APPROVED BY THE ENGINEER.

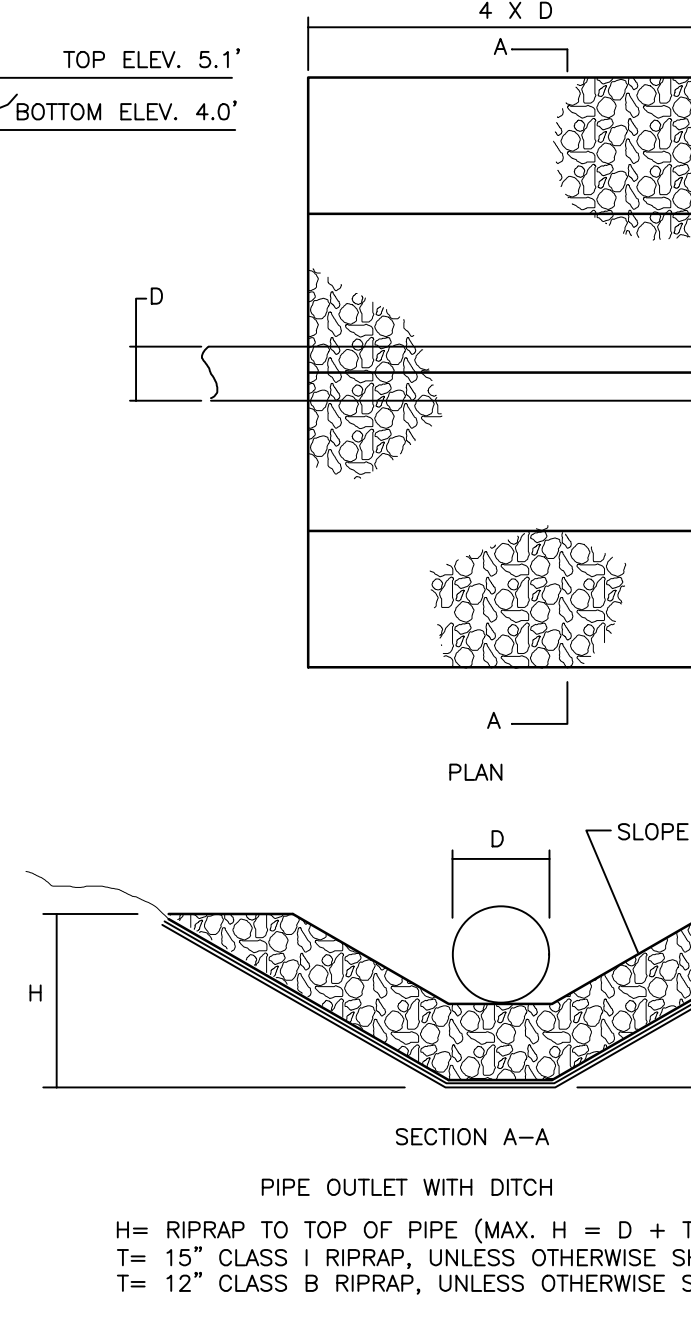
TYPICAL INFILTRATION BASIN DETAIL

NTS

FINAL DRAWING
NOT FOR
CONSTRUCTION

D	OUTLET W/ DITCH				OUTLET W/O DITCH			
	CLASS B RIPRAP	CLASS I RIPRAP	CLASS I RIPRAP	CLASS I RIPRAP	CLASS B RIPRAP	CLASS I RIPRAP	CLASS I RIPRAP	CLASS I RIPRAP
12"	2	5	5	2	1	4	2	1
15"	2	7	7	3	1	5	3	2
18"	3	10	9	4	2	7	4	2
24"	5	14	15	7	3	11	7	4
30"	8	21	21	11	5	16	11	7
36"	11	28	29	15	7	22	16	10
42"	15	37	39	20	10	28	22	13
48"	-	-	49	26	50	-	38	17
54"	-	-	60	33	62	-	46	21
60"	-	-	73	40	75	-	54	26
66"	-	-	87	48	89	-	64	32
72"	-	-	102	57	104	-	74	38

NOTE:
FOR CALCULATION PURPOSES
CLASS B RIPRAP = 100 LBS./FT.
CLASS I RIPRAP = 105 LBS./FT.

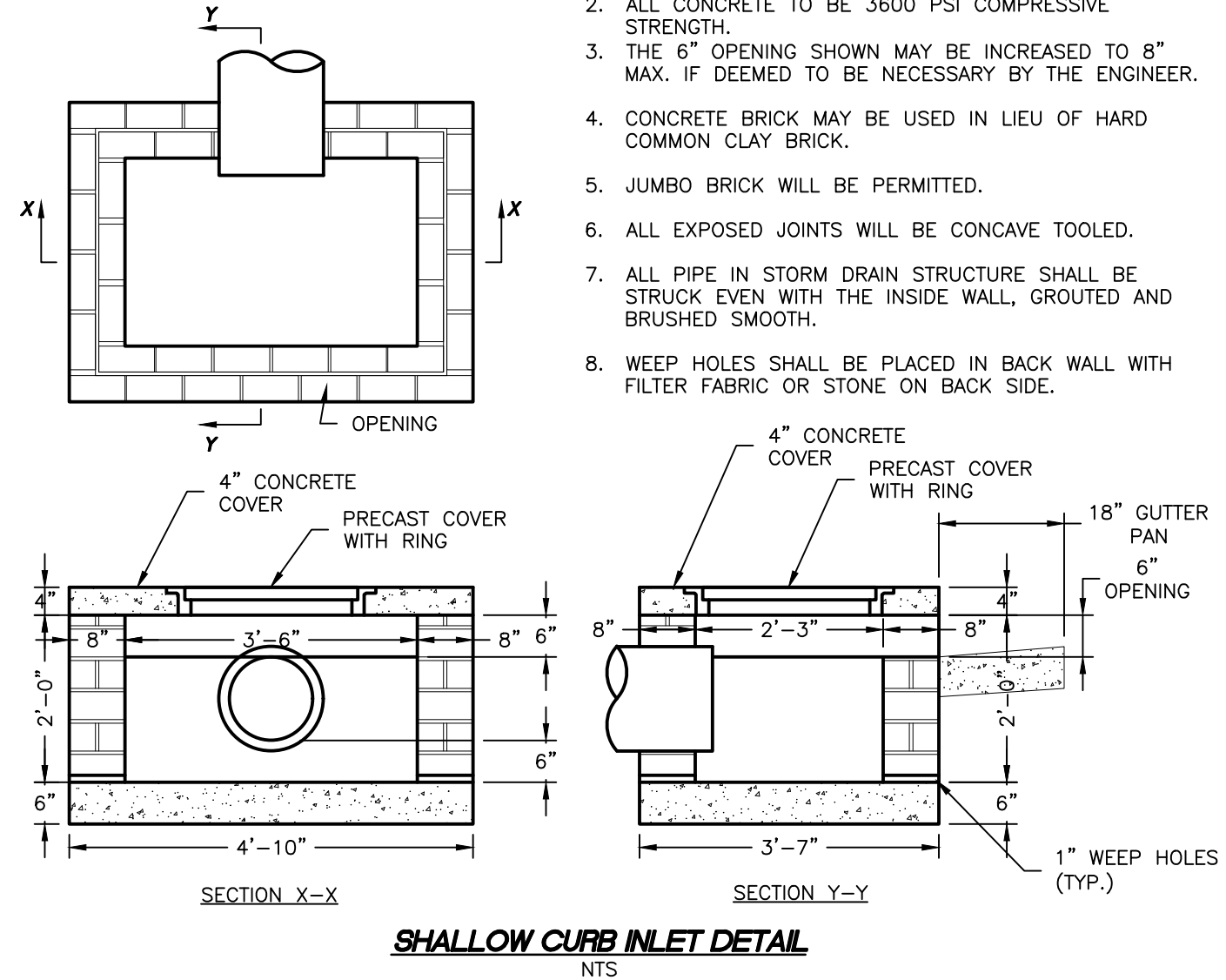


NCDOT 876.02 RIPRAP OUTLET DETAIL

NTS

SHALLOW CURB INLET DETAIL

- MORTAR JOINTS SHOULD BE BETWEEN 3/8" AND 5/8" THICK.
- ALL CONCRETE TO BE 3600 PSI COMPRESSIVE STRENGTH.
- THE 6" OPENING SHOWN MAY BE INCREASED TO 8" MAX. IF DEEMED TO BE NECESSARY BY THE ENGINEER.
- CONCRETE BRICK MAY BE USED IN LIEU OF HARD COMMON CLAY BRICK.
- JUMBO BRICK WILL BE PERMITTED.
- ALL EXPOSED JOINTS WILL BE CONCAVE TOOLED.
- ALL PIPE IN STORM DRAIN STRUCTURE SHALL BE STRUCK EVEN WITH THE INSIDE WALL, GROUTED AND BRUSHED SMOOTH.
- WEEP HOLES SHALL BE PLACED IN BACK WALL WITH FILTER FABRIC OR STONE ON BACK SIDE.



GRADING AND DRAINAGE PLAN DETAILS

NAGS HEAD CHURCH
105 SOUNDSIDE ROAD

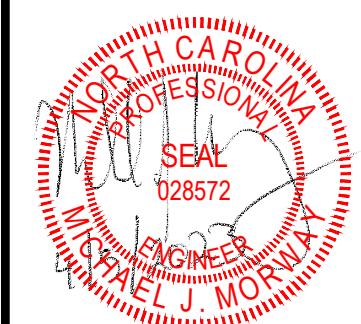
NORTH CAROLINA
DARE COUNTY
NACS HEAD TOWNSHIP

DATE:	03/14/2023	SEE NOTES			
SURVEYED:		MJM	RCA	MJM	07356J2
DESIGNED:					
DRAWN:					
CHECKED:					
FILE:					
SCALE: AS SHOWN					
C302					
PROJ. NO. 07356J2					

Albemarle & Associates, LTD.

1000 S. Main Street
Kill Devil Hills, NC 27548
Phone: (252) 441-2113
www.AlbemarleAssociates.com
Cert. of Licensure No. C-1027

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REVISIONS		BY	DATE	DESCRIPTION
NO.	DATE	DESCRIPTION		



AGENDA ITEM SUMMARY

Town of Nags Head Planning Board

REGULAR SESSION: October 21, 2025

AGENDA ITEM E.2.

Consideration of a Site Plan Amendment submitted by Albemarle & Associates, Ltd. On behalf of Coastal Bluewater Capital, LLC and TW's Outdoor Outfitters for expansion of storage space between the existing retail store and the existing storage building.

Prepared by

Kelly Wyatt, Planning Director

Reviewed by

Kelly Wyatt

Staff Comments/Recommendation

Based upon staff's review of the proposal, staff recommends approval of the proposed Site Plan Amendment as presented, noting that compliance with the NC Fire Prevention Code will require the installation of a new fire hydrant.

Specific Action Requested

Consideration of Site Plan Amendment and Recommendation

Summary

General Information

Applicant: Albemarle & Associates, Ltd. on behalf of Coastal Bluewater Capital, LLC and TW's Outdoor Outfitters.

Application Type: Site Plan Amendment.

Purpose/Request: Construction of 4,774 square feet of additional storage space between the existing retail store and the existing storage building.

Property Location: 2230 S. Croatan Highway, Nags Head.

Existing Land Use: Retail (TW's Bait and Tackle).

Zoning Classification of Property: C-2, General Commercial Zoning District.

Zoning Classification of Surrounding Properties: Property to the north, directly across Satterfield Landing Road, is zoned C-2, General Commercial and developed commercially (Outer Banks Professional Center/OBX Bowling).

Property to the south is zoned C-2, General Commercial and developed commercially (Plaza del Sol Shopping Center). Property to the west is zoned C-2, General Retail and is currently vacant. Property to the east, directly across US Highway 158 is zoned C-2, General Commercial and is developed commercially (Beach Mart Office).

Flood Hazard Zone of Property: Property is located in an X Flood Zone. Per the Town of Nags Head local ordinance, the property is subject to an Regulatory Flood Protection Elevation (RRPE)/Local Elevation Standard (LES) 9 feet. The proposed first floor of habitable space must be elevated above the 9-foot RFPE. An Under Construction and

Final Elevation Certificate will be required to ensure compliance.

Land Use Plan Map/Policies: The 2022 CAMA Land Use Plan/Comprehensive Plan Future Land Use Map classifies this property as General Commercial. This proposal is consistent with this land use classification and stated Land Use Policies.

Specific Information:

Applicable Zoning Regulations:

Use Regulations: Section 6.6, Table of Uses and Activities, lists "General Retail" as a Permitted Use within the C-2, General Commercial Zoning District. Per Section 4.5 of the UDO, Major Site Plans require Board of Commissioners approval following Planning Board review and recommendation. A Major Site Plan includes any scope of work that exceeds the thresholds for administrative approval as a Minor Site Plan, as outlined in Section 4.4. Because the proposal includes 4,774 square feet of new habitable area and more than 3,500 square feet of additional lot coverage, it qualifies as a Major Site Plan Amendment.

Appendix A.4 of the UDO defines General Retail as establishments providing goods directly to the consumer for immediate purchase and removal. The existing principal retail use (TW's Bait and Tackle) consists of 9,072 square feet. Existing accessory storage totals 4,250 square feet. The proposed 4,774-square-foot addition brings the total accessory storage area to 9,024 square feet.

In addition, Appendix A.4 defines an accessory structure/use as one that:

- Is incidental and customarily found with the principal use;
- Is subordinate to and serves the principal use;
- Is subordinate in area, extent, or purpose;
- Contributes to the needs or convenience of the principal use; and

Although the total accessory storage area is nearly equal to the principal use (but technically subordinate), the applicant has indicated that the proposed addition is incidental and subordinate in extent and purpose and functions solely to support the principal retail operation. Given that accessory uses are evaluated on both function and relationship to the principal use, the request appears to meet the definition of an accessory use/structure as provided in the UDO.

Lot Coverage: The C-2, General Commercial Zoning District allows a maximum lot coverage of 55% of the total lot area. Compliance with this standard can only be achieved by combining the subject lot with the adjacent lot to the west, which is under the same ownership. When combined, the proposed development would result in 34% lot coverage. Accordingly, if this Site Plan Amendment is approved, no permits will be issued until the shared lot line is vacated and a recombination plat is filed and recorded with the Dare County Register of Deeds.

Height: The maximum allowable building height within the Town is 35 feet. However, pursuant to Section 8.2.1, Dimensional requirements, total height may be increased to 42 feet with the use of an 8:12 roof pitch or greater. The applicant has proposed a structure with an overall height of approximately 30 feet measured from grade. Therefore, height is compliant.

Architecture Design Standards: Section 10.82 of the UDO states that Commercial Design Standards apply to all building construction or remodeling projects requiring a special use permit or site plan review. When the principal retail building was originally approved in November 2005, it was required to obtain 100 architectural design points in accordance with the standards in effect at that time. The building achieved the required points using elements from the Residential Architectural Design Guidelines, including extensive porches, gable brackets, a watchtower feature, column trim, and double-hung windows.

Under the current UDO, compliance with commercial design standards may be achieved in one of two ways:

1. Earning 150 architectural design points using the Town of Nags Head Residential Design Guidelines, or
2. Meeting the standards in Article 10, Part VI, Commercial Design Standards, Division II, Building Design.

Because the required number of design points has increased from 100 to 150, the existing structure is considered architecturally nonconforming. Pursuant to Section 5.3, Nonconforming Structure with Conforming Use, a nonconforming structure may not be enlarged in a manner that increases the degree of nonconformity. To address this, the applicant has incorporated additional architectural elements along the north elevation of the proposed addition to ensure the building continues to meet at least the originally required 100 design points.

The architectural renderings show the existing porch being extended approximately 55 linear feet along the north elevation, with matching column trim and consistent detailing that replicate the character of the original structure. With these features, the project maintains visual continuity and exceeds 100 architectural design points, ensuring there is no increase in the degree of nonconformity and the project remains compliant.

Parking: The Unified Development Ordinance does not require that accessory structures and uses provide additional parking. A compliant accessory structure and use serves the patrons and is for the convenience of the principal use. Parking for the principal use remains compliant. Therefore, no additional parking is required. Please note that the proposed Site Plan Amendment does depict the existing onsite parking being re-stripped to the recently approved parking stall width of 9-feet.

Buffering/Landscaping: No additional buffering or landscaping is required as part of this scope of work. However, any existing required landscaping or buffer areas that are damaged or disturbed during construction must be repaired, replaced, and restored to compliance.

Lighting: No change in parking lot lighting is proposed with this request. Any new structure lighting (wall packs) must comply with Article 10, Part IV, Outdoor Lighting, in the UDO.

Signage: No additional signage is being proposed.

Water and Sewage Disposal: The Dare County Environmental Health Department has reviewed and approved the existing wastewater system for the addition of 4,774 square feet of storage only (attached).

Traffic Circulation: Traffic circulation has been reviewed and approved by the Town Engineer with a note that an alternate loading zone will be required in any future development phase.

Stormwater Management: Supplemental stormwater calculations for the additional built-upon area associated with this phase of construction have been submitted and reviewed and approved by the Town Engineer. Appropriate erosion and sedimentation control measures (e.g., silt fence) must be installed prior to any land-disturbing activity to prevent sediment from entering the infiltration basin.

Fire: This project will be required to comply with all applicable NC Fire Prevention Code requirements as part of the development permit application review and issuance. Compliance includes the installation of a new fire hydrant in proximity to the sprinkler connection.

Public Services: Public Services has reviewed and approved the proposed Site Plan Amendment as presented.

STAFF ANALYSIS

Planning staff finds that the proposal is consistent with the applicable use and development standards, as well as relevant Comprehensive Land Use policies.

Attachments

1. TW's Storage Expansion PB Submission



September 18, 2025

Ms Kelly Wyatt, Planning Director
Town of Nags Head
PO Box 99
Nags Head, NC 27959

RE: TW's Storage Building Addition

Dear Ms Wyatt:

Per our recent meetings, find enclosed the proposed site plan for consideration. This plan illustrates a new structure that will be located between the existing retail store and the existing storage building. The new building will be used for additional storage. The new building will have a floor area of 3,074 sf on the first level and 1700 sf on a second floor mezzanine for a total new storage area of 4,774 square feet. The existing Retail space is 9,072 sf and the existing / new storage is 9,024 sf. With this addition, a fire suppression system will be installed to protect both the existing and proposed buildings.

There will be minimal disturbance for this addition, and no significant changes are being made to the existing site improvements such as parking, wastewater treatment, water service or the stormwater management system. We are awaiting confirmation from the Health Department regarding approval to utilize the current septic system. I will submit that permit when it is received. I have included the two former septic permits that have been issued.

I have included three copies of the new site plan with the submittal fee. Enclosed is the Site Plan Check list signed by the owner. Also enclosed are the building elevations and preliminary floor plans of the existing and proposed conditions. I will send the plans as PDF's as requested.

If I can provide any additional information, please contact me. I look forward to our technical review on October 8.

Sincerely,

John M. DeLucia, PE
Principal Engineer

Enc

cc: File

Planning – Surveying – Engineering – Environmental – Construction Management
P.O. Box 3989, 115 W. Saint Clair St., Kill Devil Hills, North Carolina 27948
North Carolina License No. C-1027
Phone: 252-441-2113 www.AlbemarleAssociates.com Fax: 252-441-0965



TOTAL PROPOSED SQUARE FOOTAGE 4774 x .50 = \$ 2,387.00 +

(Optional) VESTED RIGHT ☐ (no fee)

= TOTAL FEE DUE \$ 2,387.00

TOWN OF NAGS HEAD

DATE RECEIVED 9-18-25

SITE PLAN REVIEW APPLICATION & CHECKLIST

1. LOCATION AND ZONING INFORMATION

- A. PROJECT TITLE Coastal Bluewater Capital Llc
- B. STREET ADDRESS 2230 S Croatan Hwy Nags Head, NC 27959
- C. SUBDIVISION Charles L Sineath Division
- LOT(S) 1a-1r BLOCK _____ SECTION _____
- D. PRESENT ZONING C2
- E. PRESENT USE Retail
- F. EXISTING NONCONFORMITIES none
- G. ABUTTING PROPERTY ZONING C2, C3 and R2
- H. ABUTTING PROPERTY USE (N) Offices and Bowling Alley (S) Retail and Vacant R2 Lots
(E) Office (W) Service

2. CERTIFICATION AND STANDING

- A. As applicant of standing of the above-named project, I certify that the information on this checklist and the site plan is complete and accurate.


OWNER ☒ AGENT ☒ CONTRACT ☐
PURCHASER ☐

- B. APPLICANT/DEVELOPER: NAME Coastal Bluewater Capital Llc
ADDRESS P.o. Box 969, Nags Head, NC 27959
TELEPHONE 903 330-1215
- C. CONTACTPERSON: NAME Chris Greening
ADDRESS PO Box 969. Nage Head
TELEPHONE 903 330-1215

3. ADJACENT OWNERSHIP INFORMATION (TO BE SHOWN ON SITE PLAN)

- NAME/ADDRESS (N) See Attached List
- NAME/ADDRESS (S) See Attached List
- NAME/ADDRESS (E) I G Holdings, Llc - 2229 S Croatan Hwy, Nags Head, NC 27959
- NAME/ADDRESS (W) Foster Sharp Llc - P.O. Box 944 Nags Head, NC 27959
- (If additional space is needed, please attach separate sheets.)

4. SITE PLAN AND SITE PLAN ATTACHMENT DATA

- A. Site plan preparer Albemarle & Associates, LTD / John M DeLucia, PE Phone# 252 441-2113
 NC Registered ☒ Engineer ☐ Architect ☐ Surveyor. License# NC 016759
- B. The design for the attached Stormwater Management Plan includes:
☐ 1.5", 2-hour rainfall: retained on-site. No New Coverage Existing Infiltration Pond Previously Approved
☒ 4.3", 2-hour rainfall: no important access or health-related impacts.
☐ 5.0", 2-hour rainfall: no unapproved impacts.
- Drainage calculations have been prepared ☐ YES ☒ NO ATTACHED ☐ YES ☒ NO

Note: Stormwater Management Plan MUST be approved by the Town Engineer prior to Planning Board review for all listed permitted uses in the zoning ordinance.

- C. Sewage disposal approval is being submitted in the form of:
☐ Attached tentative approval letter dated Existing LPP Septic System No New Flow
☒ Attached final permit dated 12-9-05 and 7-20-17 and 9/18/25
☐ State ☒ County
- D. Project involves condominium ownership.
☒ NO ☐ YES, Three copies of condominium documents attached.
- E. Amount of land-disturbing activity proposed 4,700 square feet.
 A Soil Erosion and Sedimentation Control Plan has been prepared.
☒ NO ☐ YES; (1) Copy attached,
 (2) Copy submitted to Dare County Soil Conservation Service, Manteo NC 27954.
- F. Coastal Area Management Act (CAMA) permit. ☐ YES ☒ NO

5. INFORMATION TO BE SHOWN ON SITE PLAN

Twelve (12) copies for Planning Board review

A. Property and ownership	YES	COMMENTS
1. Present recorded owner and map book/cabinet reference of the site property.	X	
2. Current PIN Number.	X	
3. Site Address.	X	
4. Owners' names, lot numbers or map book and page reference of all adjacent property owners.	X	
5. Boundary of the entire parcel by course and distance.	X	
6. Widths of the existing rights-of-way that abut the site.	NA	
7. Nature or purpose, location and size of existing easements.	X	
8. At all lot comers, points of tangents and any angle point along a given course of the site, iron pins minimum 3/8-inch diameter or 4x4-inch concrete monuments.	X	
9. Plan to at least 1"=50' scale, showing north arrow and whether true or magnetic.	X	
10. Signature and seal of preparer.	X	
B. Existing features		
1. Streets, curbs, and sidewalks with type and width of pavement.	X	
2. Topographic features of site and existing grades for any streets, storm drainage system including existing grades at four comers of all structures.	X	

	YES	COMMENT
3. Flood zone(s) as determined by latest FEMA Flood Insurance Rate Map, with notation, "flood zone subject to change by FEMA."	X	
4. All underground utilities and facilities including gasoline tanks and existing septic facilities (including tanks and fields).	X	
5. If the lot is within an ocean hazard Area of Environmental Concern, the location of the first line of stable natural vegetation, the CAMA setback line, and contour lines at 2-foot intervals depicting any dunes located within an oceanfront AEC that are to be disturbed by construction.	NA	
6. The location of any marsh areas or estuarine waters or US Army Corps of Engineers 404 wetlands within or abutting the lot.	NA	
7. If the lot is within the small surface water supply watershed AEC (within 1,200 feet from the Fresh Water Pond), the distance between the pond and proposed septic or sewage treatment system.	NA	
8. Percentage of site to be included in calculation for undisturbed vegetation preservation compliance in Article 10, Part I of the Unified Development Ordinance.	X	
C. Site improvements in accordance with regulations of state of North Carolina, Dare County, and Town of Nags Head		
1. Proposed building type (e.g., concrete or frame), number of floors and dimensions.	X	
2. Proposed building elevations of all sides of building labeled in accordance with proposed architectural design criteria of Article 10, Part VI of the UDO.	X	
3. Total height and number of stories of proposed structure(s). If increased height is being proposed in conjunction with increased setbacks, show increase allowed in tabular form on plan. Note definition of height in Appendix A of the Unified Development Ordinance.	X	
4. Existing and proposed ground elevations at the corners of proposed structure(s).	X	
5. Sanitary sewer facilities with connection to sewer system or septic tank.	X	
6. Approximate locations of proposed underground utilities and any necessary easements.	X	
7. Screened dumpster pad(s) accessible to left-side loaders and sized in accordance with the Town Code of Ordinances.	X	
8. Proposed fire hydrants and extensions of water distribution lines.	X	
9. Location and height of proposed free-standing signs. See requirements of Article 10, Part III of the Unified Development Ordinance.	Existing Sign to remain	
10. Location of all sidewalks, curbs, drives, and parking within the site and proposed finished elevations.	X	
11. Handicapped parking spaces, walks, ramps, and entrances in accordance with the NC State Building Code. Handicapped parking spaces to be 13 feet wide, marked with a free-standing handicapped sign.	X	
12. The Vegetative Buffer Yard areas have been identified and the proper buffer yard provision(s) have been identified as outlined in the Unified Development Ordinance.	X	
13. Layout of numbered stalls/loading zones in accordance with Article 10, Part II of the Unified Development Ordinance.	X	

Commercial ☒ Residential ☐	Parking Spaces Required See site plan for parking breakdown	Parking Spaces Shown	Loading Spaces
2 _____ STORIES BUILDING SQUARE FOOTAGE: PRINCIPAL 9072 _____ ACCESSORY _____ TOTAL _____	37	37	1
# EMPLOYEES 3 _____	3	3 bike racks existing	
#DWELLING/LODGING UNITS _____			

D. EXPLANATORY NOTES

1. Vicinity map.
2. Total square feet of land area to undergo land-disturbing activity.
3. The total required parking spaces versus the total parking spaces provided. Parking spaces to be numbered.
4. Cross-section details of all streets, roads, ditches, and parking lot improvements.
5. The number of dwelling/commercial units. If more than one use is proposed (e.g., large hotel with shops, etc.), show breakdown of units or square footage by building.
6. If additional height above 35 feet is being proposed, the additional height and increased setbacks shall be laid out in tabular form.
7. Total site coverage calculations. (Refer to UDO to calculate lot coverage for lots abutting ocean or sound).
8. Components of the lighting plan (pole location, pole height, type of fixture, wattage, source of illumination, etc.). See Article 10, Part IV of the Unified Development Ordinance.
9. A completed architectural points worksheet for commercial structures subject to residential design criteria.

6. PLAN AND ATTACHMENT PREPARER CERTIFICATION

A. I certify that all information for which I am responsible is complete and accurate.

9-18-25

DATE

SIGNATURE OF ENGINEER ☒ ARCHITECT ☐ SURVEYOR ☐

B. The following individuals have contributed information or attachments to the plan:

Name	Phone#	Information Provided
Mark Kasten AIA	252 473 7395	Architecture

TW's Nags Head Adjacent Owners

North Owners Office Use

Parcel #: 027934020 Owner: Arraou, Olivier -Primary Owner

2224 S Croatan Hwy A Nags Head 27959

Parcel #: 027934021 Owner: Hargraves, David W Ttee -Primary Owner

2224 S Croatan Hwy B Nags Head 27959

Parcel #: 027934022 Owner: Uber Telecom Inc -Primary Owner

2224 S Croatan Hwy C Nags Head 27959

Parcel #: 027934023 Owner: Celtic Isle Properties Llc -Primary Owner

2224 S Croatan Hwy D Nags Head 27959

Parcel #: 027934024 Owner: Cds Investments Llc -Primary Owner

2224 S Croatan Hwy E Nags Head 27959

Parcel #: 027934025 Owner: Dixon & Dixon Law Offices Plc -Primary Owner

2224 S Croatan Hwy F Nags Head 27959

Parcel #: 027934026 Owner: Re Obx Inc -Primary Owner

2224 S Croatan Hwy G Nags Head 27959

Parcel #: 027934999 Owner: The Outer Banks Prof Ctr Condo Property -Primary Owner

2224 S Croatan Hwy MULT Nags Head 27959

Parcel #: 030085000 Owner: Bald, Frank A -Primary Owner

2224 S Croatan Hwy H Nags Head 27959

North Owner Bowling Alley

Golasa Holdings, Llc -Primary Owner

Mailing Address: 2229 S Croatan Hwy

Nags Head, NC 27959

South Property Owners

R2 Properties

Kelly, Michael W -Primary Owner

Mailing Address: P O Box 1089

Nags Head, NC 27959

Machado, Santos Ventura -Primary Owner

Ibarra, Jovita Amezquita -Primary Owner

Mailing Address: 308 Sandpiper Dr

Kill Devil Hills, NC 27948

C2 Property

Quail Run Business Center Llc -Primary Owner

Mailing Address: 406 W Lake Dr

Kill Devil Hills, NC 27948

County Agent

County of Dare
PO Box Drawer 1000
Manteo NC 27954



26994

Phone: (252) 475-5080

DARE COUNTY DEPARTMENT OF PUBLIC HEALTH
Authorization for Wastewater System Construction

PIN: 989317116794

Parcel: 005618000

Permit#: 26994

Owner Name: BOTTOM RIG LLC

Permit Date: 7/20/2017

Owner Address: P.O. BOX 278

--

Owner Phone: (000)000-0000

KITTY HAWK, NC27949

Location: 2230 S CROATAN HWY 14

Subdivision: CHARLES L SINEATH DIVISION LOT: 1A-1 BLK: SEC:

1. Original Improvement Permit No. --
2. Wastewater inspected by Jack Flythe *[Signature]*
3. Any alteration in soil conditions (including location of structures and appurtenances) or modification in use, design wastewater flow or wastewater characteristics as specified in the associated improvement permit and application, may subject this authorization and associated permit(s) to revocation.

Other Conditions:

PERMIT FOR AN 85' X 50' STORAGE BUILDING AS SHOWN ON THE ALBEMARLE & ASSOCIATES SITE PLAN DATED 7/20/17, FILE #06135H. NO EXTRA SEPTIC CAPACITY IS REQUIRED. OTHER PERMITS FROM THE TOWN OF NAGS HEAD MAY BE REQUIRED.

This CA is valid for 60 months from the date of issuance.

Disclaimer: This permit does not relieve you of the responsibility to obtain any other necessary Federal, State or Local permit(s).

[Signature]
Albemarle & Associates, LTD

Owner Certification

8/1/17

Applicant or Owner Signature

Date

Authorized by County of Dare

Improvement Permit
County of Dare
PO Box Drawer 1000
Manteo, North Carolina 27954



SCD *du* **12305**
Phone: (252) 475-5080

Dare County Health Department
Improvement Permit (Septic Tank Sewage Disposal)
Non-Transferable

PIN: 989317116605

Parcel: 005618000

Permit#: 12305

Owner Name: STEWART, TERRY W
Owner Address: 35 CYPRESS LANE

Permit Date: 12/9/2005
Comm / Res: Commercial
Owner Phone: (000)000-0000

--
KITTY HAWK NC 27949

DBA: TW'S BAIT AND TACKLE

Location: 2230 S CROATAN HWY
Subdivision: CHARLES L SINEATH DIVISION

LotBlockSect: Lot: 1A-1 Blk: Sec:

Category of System:	New		
Type of Tank:	Precast	Size of Tank:	2,000
Type of System:	Type IV-A	Width of Ditch:	1
Amount of Tile (feet):	300	Rock Above (inches):	2
Rock Under (inches):	6		
No. of Bedrooms:	00	Gallons per Day:	883
Sleeping Capacity (persons):	00	Previous Permit#:	
Type of Water:	Public	Feet from Body of Water:	50
Feet from Water Supply:	10	Feet from Building:	5
Feet from Property Line:	10		

Comments: REMOVE CONTAMINATED SOIL AND BACKFILL WITH USABLE MATERIAL.
INSTALL SYSTEM AS SHOWN ON APPROVED PLAN DESIGNED BY JARED
MADEWELL OF ALBEMARLE & ASSOCIATES.

Note: This Permit is issued subject to all provisions of the ordinance governing the installation of septic systems. The person making the installation must notify the Health Department when the septic tank system is ready for inspection. If any septic tank system or part thereof is covered before being inspected and approved, it shall be uncovered at the direction of the Health Officer at the expense of the one responsible for making the installation.

Issued By:

[Signature]
Environmental Health Specialist
Jack Flynn

12-9-05
Date

Sewer Permit Fee: \$500

12/9/2005

[Signature]
Applicant

ALBEMARLE & ASSOCIATES

12/9/05
Date

Authorization for Wastewater System Construction

County of Dare
PO Box Drawer 1000
Manteo, North Carolina 27954



12305

Permit Date: 12/9/05
Parcel: 005618000
Owner Name: STEWART, TERRY W
Owner Address: 35 CYPRESS LANE

Permit#: 12305
PIN: 989317116605
District: 14

Location: KITTY HAWK NC 27949
2230 S CROATAN HWY
Subdivision: CHARLES L SINEATH DIVISION
LotBlockSect: Lot: 1A-1 Blk: Sec:

Owner Phone: (000)000-0000
City/State: NAGS HEAD, NC

Authorization By: Jack Flythe

Date: 12/9/2005

1. Original Improvement Permit Number: --
2. Wastewater inspected by: --
3. Any alteration in soil conditions (including location of structures and appurtenances) or modification in use, design wastewater flow or wastewater characteristics as specified in the associated improvement permit and application, may subject this authorization and associated permit(s) to revocation.

Other Conditions:

SYSTEM MUST BE MAINTAINED IN ACCORDANCE WITH RULE .1961.

Disclaimer: This permit does no relieve you of the responsibility to obtain any other necessary Federal, State or Local permit(s).

Owner Certification

Applicant or Owner

Date

Authorized by County of Dare

County of Dare
PO Box 669
Manteo NC 27954



S13-34630

Phone: (252) 475-5080

DARE COUNTY DEPARTMENT OF PUBLIC HEALTH
Authorization for Wastewater System Construction

Parcel: 005618000

PIN: 989317116794

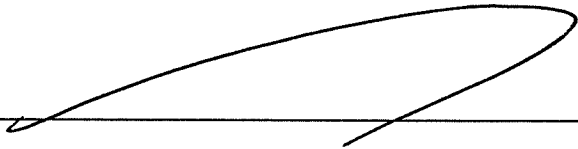
Permit: S13-34630

Owner Name: COASTAL BLUEWATER CAPITAL LLC
Owner Address: PO BOX 969
NAGS HEAD, NC 27959

Permit Date: 09/19/2025

Location: 2230 S CROATAN HWY – NAGS HEAD
Subdivision: CHARLES L SINEATH DIVISION

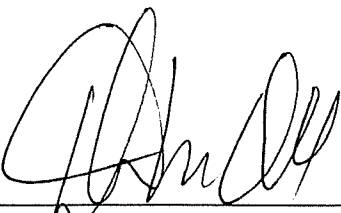
LOT: 1A-1R BLK: SEC:

1. Issued by  RPP
2. Any alteration in soil conditions (including location of structures and appurtenances) or modification in use, design wastewater flow or wastewater characteristics as specified in the associated improvement permit and application, may subject this authorization and associated permit(s) to revocation.
3. **Comments:**
Existing system approval. Permit to add 4,774sqft of storage as shown on site plan. No new retail area, storage only. Ensure new building is 5ft from septic tanks.

This CA is valid as long as the IP remains valid (SL 2014-120).

Disclaimer: This permit does not relieve you of the responsibility to obtain any other necessary Federal, State or Local permit(s).

Owner Certification


Applicant or Owner Signature
Applicant: ALBEMARLE & ASSOCIATES

9/19/25
Date

Nags Head Design Points Tabulation Form		
DESIGN ELEMENT	FORMULA/NO. OF POINTS POSSIBLE	POINTS
PORCHES	FIRST FLOOR PORCHES - $p1/b1 \times 150 = 171/382' \times 150$ $p1$ = PERIMETER OF FIRST FLOOR WITH PORCH $b1$ = PERIMETER OF FIRST FLOOR SECOND FLOOR PORCHES - $p2/b2 \times 75$ $p2$ = PERIMETER OF SECOND FLOOR WITH PORCH $b2$ = PERIMETER OF SECOND FLOOR	67
DORMERS	HIP OR GABLE - $n \times 5$ SHED - $n(10) + L = 2(10) + 17 =$ n = NO. OF DORMERS L = LINEAR FT. PAST 12'	
COASTAL WATCH TOWER	10	10
ROOFS	25	
BUILDING FORM	BUMP OUTS - $f \times 10$ f = FACADE WITH REQUIRED BUMP OUTS COMBINATION BASE FORM	
SIDING MATERIALS	WOOD SHINGLES = 25 SIMULATED WOOD SHINGLES = 12	
MISC. DETAILS	WINDOWS = 20 WORKABLE SHUTTERS = 15 EXPOSED RAFTER TAILS = 5 BEAUTY BANDS = 5 COLUMN TRIM = 5 GABLE BRACKET = 5 BUILT-IN RAILING BENCHES = 5	20 5 5
PARKING	N/A	
MINIMUM REQUIRED POINT TOTAL FOR COMMERCIAL STRUCTURES		100
TOTAL		107

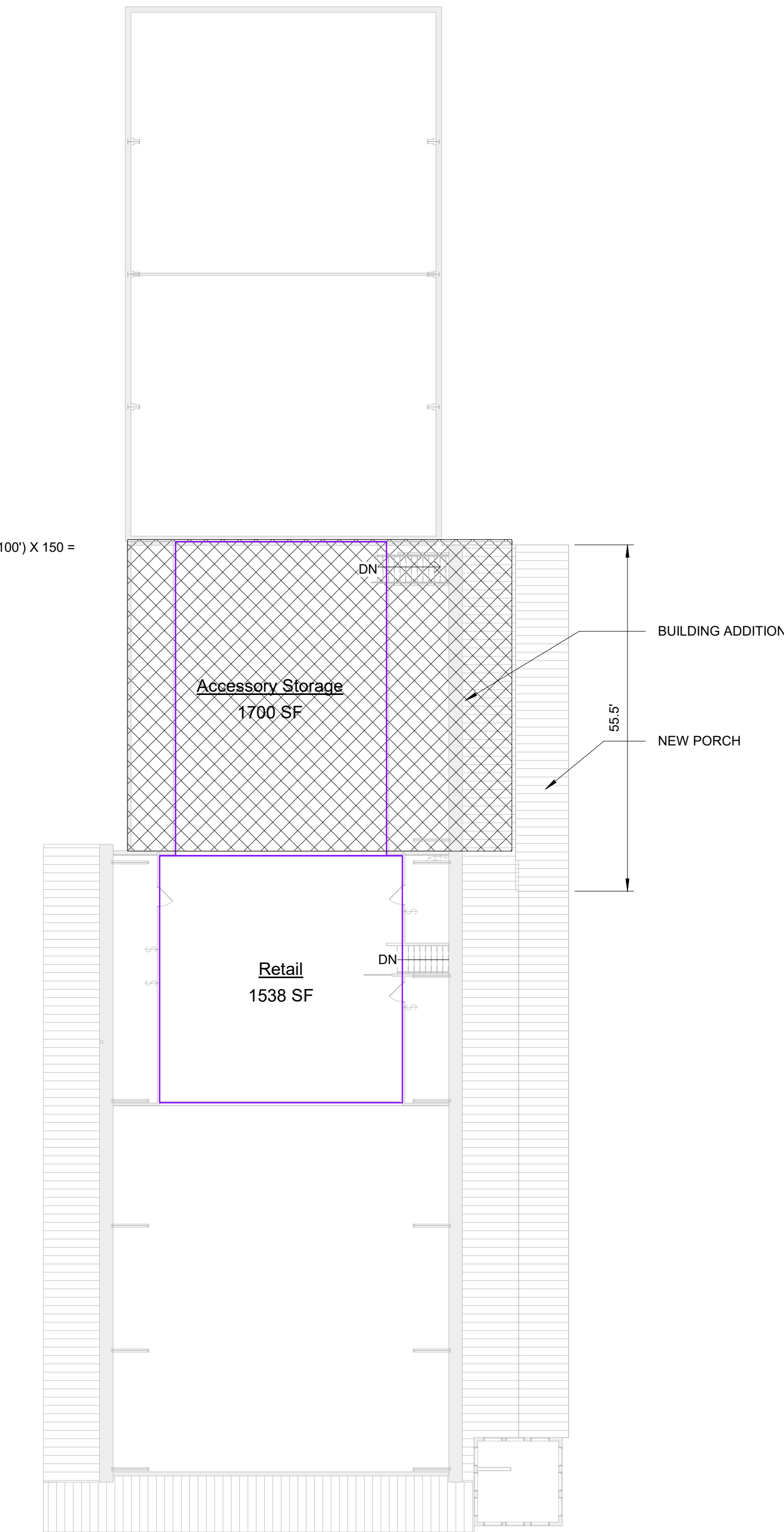
$(171' + 55.5') / (382' + 100') \times 150 = 70.5$

10

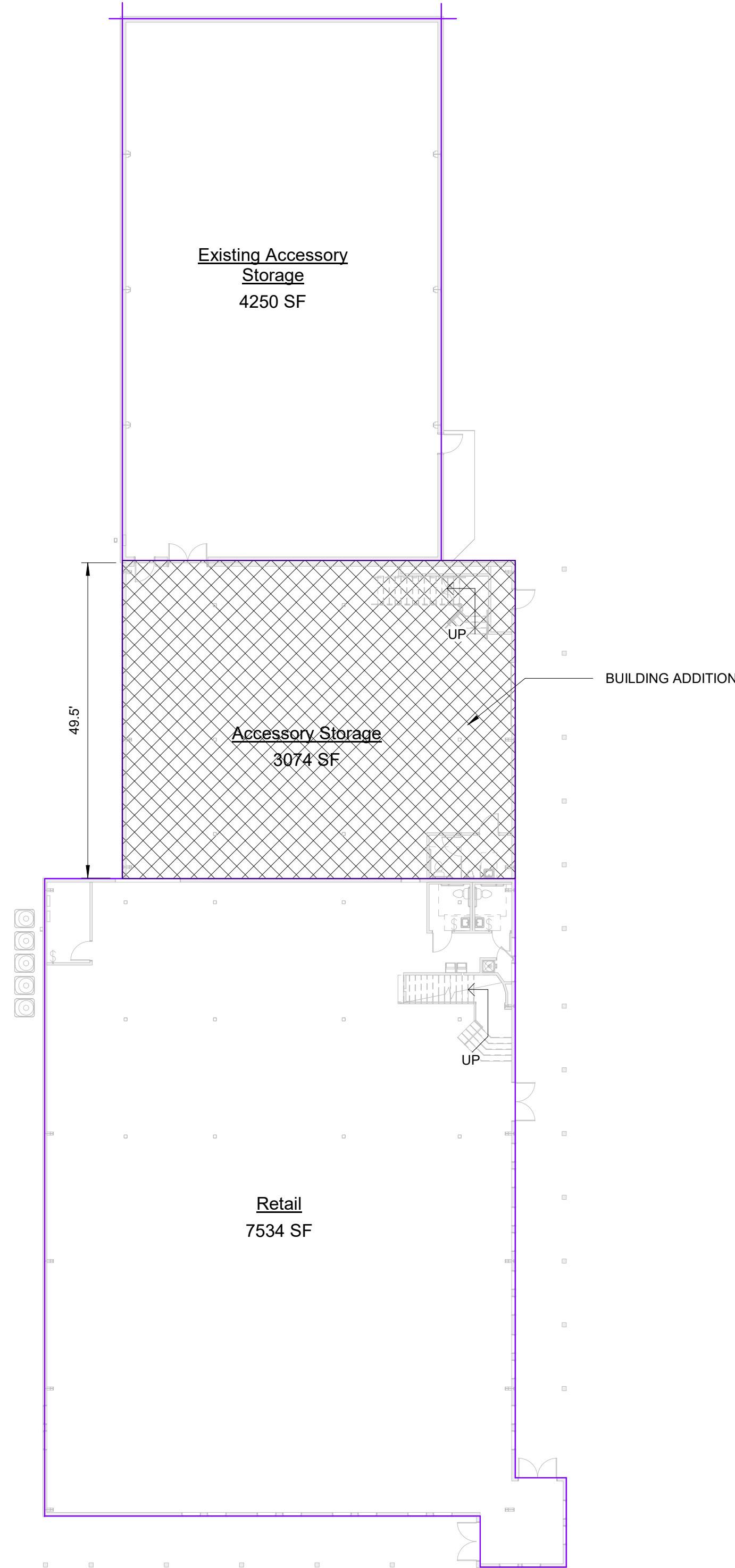
20

5

105.5



② (2) Second Floor
1/16" = 1'-0"



① (1) First Floor
1/16" = 1'-0"

Project: **TW's Bait & Tackle
Renovation**

Project No: **22067**

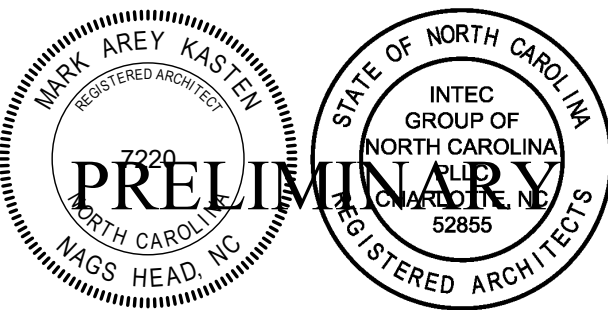
Location: **2230 S Croatan Hwy
Nags Head, NC 27959**

Title: **Plans**

Date: **October 14, 2025**

Scale: **1/16" = 1'-0"**

The designer shall not be responsible for any error, omission, defect or deficiency in the contract documents ("error") prepared by the designer or its consultants which in any way impacts the schedule of the project, results in a lack of coordination among the contract documents, delays the completion of the project or which in any other way causes any damage or loss to the owner, contractor, subcontractors, or other entity involved in the project, unless: (i) designer is promptly notified of such error, in any event within 14 days of the date such error was discovered or could reasonably have been discovered; and (ii) designer is given opportunity at the time of discovery to address such error, and, if appropriate, take such steps as are necessary to correct and resolve it. Failure to comply with the provisions of this paragraph shall constitute a waiver of any claim for damages, or a right to offset against designer by owner, contractor or others and shall in no event cause or allow a reduction in the fees otherwise due designer for services provided on the project.



Revisions:

No.	Description	Date

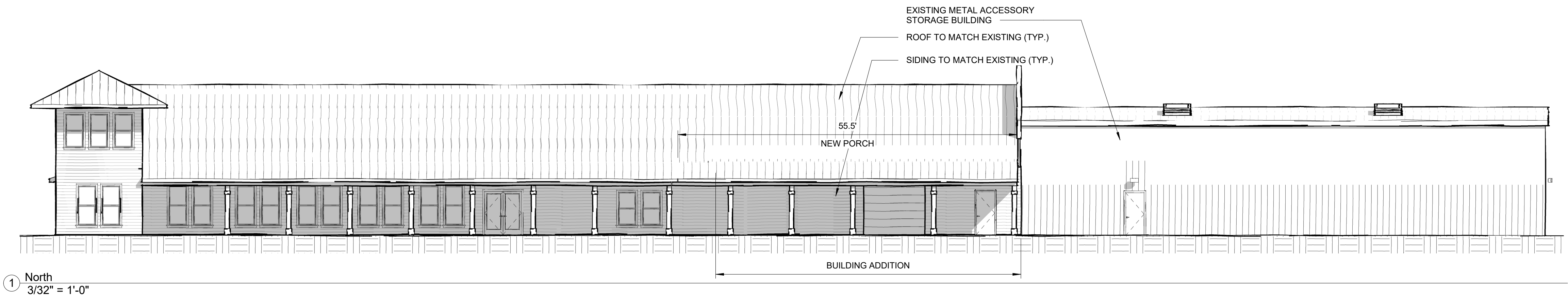
Designed: Designer

Drawn: Author

Reviewed: Checker

Cad File:

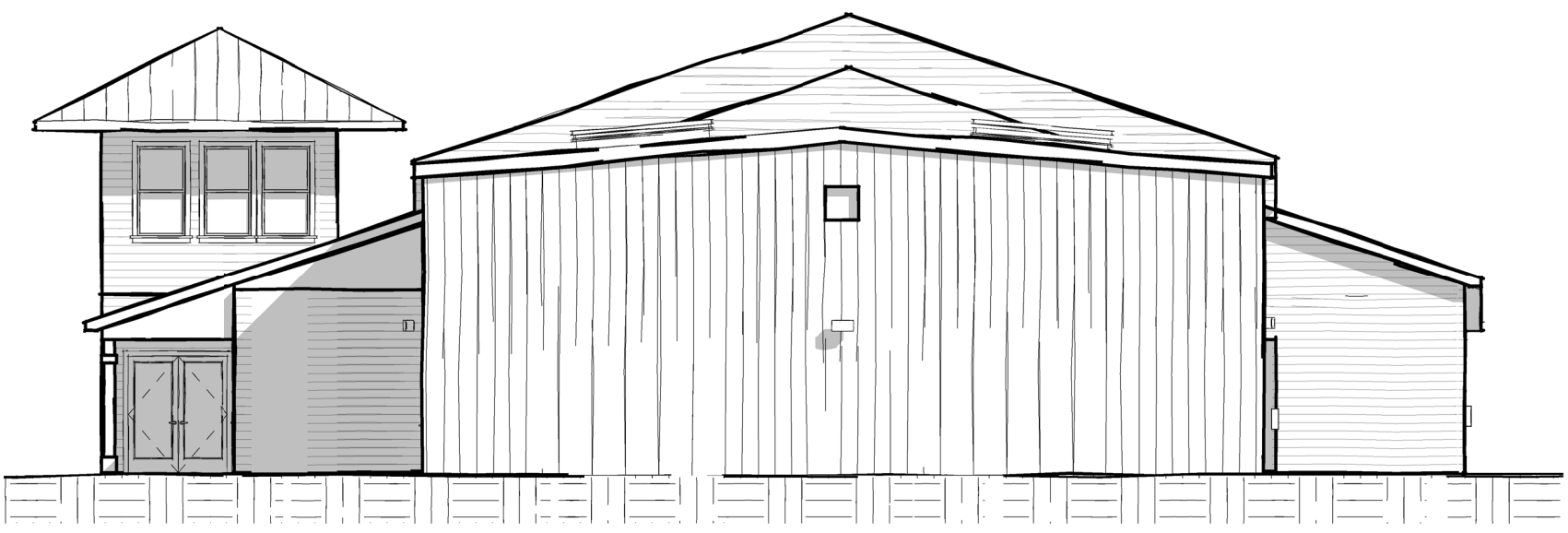
A1



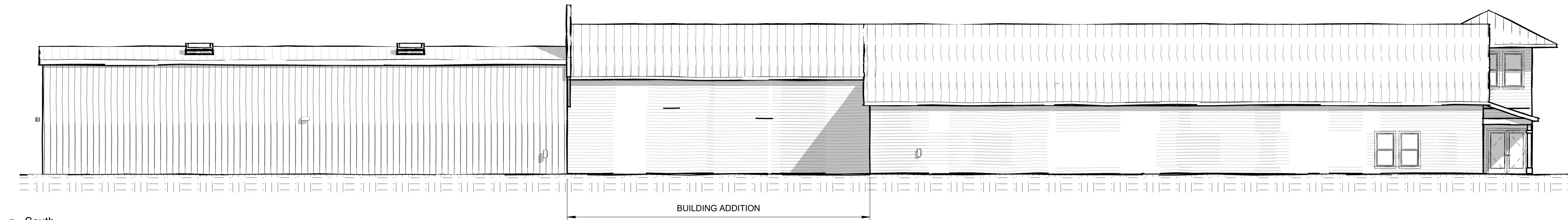
① North
3/32" = 1'-0"



③ East
3/32" = 1'-0"



② West
3/32" = 1'-0"



④ South
3/32" = 1'-0"

Project: **TW's Bait & Tackle Renovation**

Project No: **22067**

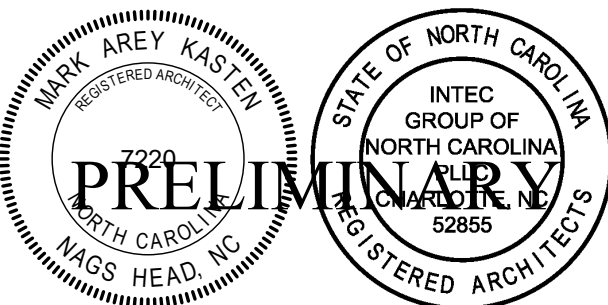
Location: **2230 S Croatan Hwy
Nags Head, NC 27959**

Title: **Elevations**

Date: **October 14, 2025**

Scale: **3/32" = 1'-0"**

The designer shall not be responsible for any error, omission, defect or deficiency in the contract documents ("error") prepared by the designer or its consultants which in any way impacts the schedule of the project, results in a lack of coordination among the contract documents, delays the completion of the project or which in any other way causes any damage or loss to the owner, contractor, subcontractors, or other entity involved in the project, unless: (i) designer is promptly notified of such error, in any event within 14 days of the date such error was discovered or could reasonably have been discovered; and (ii) designer is given opportunity at the time of discovery to address such error, and, if appropriate, take such steps as are necessary to correct and resolve it. Failure to comply with the provisions of this paragraph shall constitute a waiver of any claim for damages, or a right to offset against designer by owner, contractor or others and shall in no event cause or allow a reduction in the fees otherwise due designer for services provided on the project.



Revisions:

No.	Description	Date

Designed: MAK
Drawn: MAK
Reviewed: MAK
Cad File:

A2



AGENDA ITEM SUMMARY

Town of Nags Head Planning Board

REGULAR SESSION: October 21, 2025

AGENDA ITEM E.3.

Consideration of a Site Plan Amendment submitted by Albemarle & Associates, Ltd. On behalf of Golasa Holdings and Outer Banks Sports Club for expansion of the fitness gym to include a two-story addition, outdoor gym area, and tennis court.

Prepared by

Kelly Wyatt, Planning Director

Reviewed by

Kelly Wyatt

Staff Comments/Recommendation

Planning staff finds that the proposal is consistent with all applicable use and development standards, as well as the relevant policies of the Comprehensive Land Use Plan. Staff therefore recommends approval of the Site Plan Amendment as submitted.

Specific Action Requested

Consideration of Site Plan Amendment and Recommendation

Summary

General Information

Applicant: Albemarle & Associates, Ltd on behalf of Golasa Holdings, LLC and Outer Banks Sports Club.

Application Type: Site Plan Amendment.

Purpose/Request: Construction of a new two-story, 4,538-square-foot attached addition south of the existing building, additional 1,795 square feet of floor area within the existing structure, and develop an outdoor fitness training area and a tennis court. The two-story addition will include a youth gym on the first floor and an expanded cardio training area on the second floor.

Property Location: 2423 S. Croatan Highway, Nags Head.

Existing Land Use: Indoor Fitness Facility

Zoning Classification of Property: C-2, General Commercial Zoning District.

Zoning Classification of Surrounding Properties: Properties to the north and south are zoned C-2, General Commercial and developed commercially (Dirty Dicks Restaurant and Shoppes at 10.5 Shopping Center). Property immediately to the east is zoned C-2, General Commercial and developed commercially (Radio Station). Properties to the east, directly across S. Wrightsville Avenue are zoned R-3, High Density Residential and developed residentially. Properties to the west, directly across US Highway 158 are zoned C-2, General Commercial and developed commercially (South Beach Plaza Shopping Center).

Flood Hazard Zone of Property: This property is located within the X Flood Zone. Per the Town of Nags Head local ordinance, the property is subject to a Regulatory Flood Protection Elevation (RFPE)/Local Elevation Standard (LES) of 9 feet. The proposed two-story addition is proposed to have a first floor elevation of 12 feet, therefore compliant. An Under Construction and Final Construction Elevation Certificate will be required to ensure compliance.

Land Use Plan Map/Policies: The 2022 CAMA Land Use Plan/Comprehensive Plan Future Land Use Map classifies this property as General Commercial. This proposal is consistent with this land use classification and stated Land Use Policies.

Specific Information:

Applicable Zoning Regulations:

Use Regulations: Section 6.6, Table of Uses and Activities, lists "Indoor Fitness/Gymnasium" as a Permitted Use within the C-2, General Commercial Zoning District. Per Section 4.5 of the UDO, Major Site Plans require Board of Commissioners approval following Planning Board review and recommendation. A Major Site Plan includes any scope of work that exceeds the thresholds for administrative approval as a Minor Site Plan, as outlined in Section 4.4. Because the proposal includes the addition of 4,538 square feet of new habitable area, it qualifies as a Major Site Plan Amendment.

Lot Coverage: The C-2 General Commercial zoning district permits a maximum lot coverage of 55%. The existing development currently exceeds this standard at 56.6%. The proposed improvements will reduce overall lot coverage to 53.8% through the use of permeable paving materials and the removal of unnecessary impervious surfaces. As a result, lot coverage will be compliant.

Height: The maximum allowable building height within the Town is 35 feet. However, pursuant to Section 8.2.1, Dimensional requirements, total height may be increased to 42 feet with the use of an 8:12 roof pitch or greater. The applicant has proposed a structure with an overall height of approximately 31.6 feet measured from grade. Therefore, height is compliant.

Architecture Design Standards: Section 10.82 of the Unified Development Ordinance (UDO) states that Commercial Design Standards apply to all building construction or remodeling projects requiring a special use or site plan review. For projects involving existing buildings, such as additions or partial remodels, the standards apply only to the new construction.

Because the existing structure was originally built in 1992, prior to the adoption of the Town's architectural design standards, only the proposed two-story addition must comply. Upon review of Article 10, Part VI, Commercial Design Standards, Division II: Building Design, staff has determined that the proposed architectural elements meet the applicable requirements. The design incorporates features that promote human scale and visual interest, including a first-story awning, a roof pitch of at least 4:12, faux dormers and roof articulations, and residential-style windows comprising between 10% and 40% of each vertical wall area. The total habitable area, including existing and proposed development, remains under 20,000 square feet, and exterior finishes will consist of lap siding. The applicant and designer have made a noteworthy effort to achieve full compliance with current architectural standards while integrating a new addition onto a commercial structure that predates those requirements.

Parking: Section 10.16 of the UDO, Required Parking by Use, requires one parking space per 300 square feet of gross floor area for an Indoor Fitness/Gymnasium use. The indoor fitness facility contains 19,425 square feet, resulting in a requirement of 65 parking spaces. The proposed outdoor fitness area requires an additional 8 spaces, bringing the total required parking to 73 spaces. A total of 81 parking spaces are proposed. Therefore, parking exceeds the minimum requirement and is compliant.

Buffering/Landscaping: No additional buffering or landscaping is required as part of this scope of work. However, any existing required landscaping or buffer areas that are damaged or disturbed during construction must be repaired, replaced, and restored to compliance.

Lighting: No new lighting is proposed at this time. However, the applicant has indicated that lighting will be added for the tennis court in the future. Prior to the installation of any new fixtures, a development permit will be required. At that time, staff will verify that all fixtures and photometric plans comply with Article 10, Part IV, Outdoor Lighting, of the Unified Development Ordinance.

Signage: No additional signage is being proposed at this time.

Water and Sewage Disposal: The Dare County Environmental Health Department has reviewed and approved the existing wastewater system for the additional habitable space (attached).

Traffic Circulation: Traffic circulation has been reviewed and approved by the Town Engineer.

Stormwater Management: Stormwater management has been reviewed and approved by the Town Engineer.

Fire: This project will be required to comply with all applicable provisions of the NC Fire Prevention Code as part of the development permit review and approval process. As part of the proposed scope of work, the entire building will be protected by an automatic sprinkler system. Staff requests that the applicant coordinate with the Town regarding the placement of a future fire hydrant.

Public Services: The Public Services Director has reviewed and approved this proposed Site Plan Amendment as presented.

STAFF ANALYSIS

Planning staff finds that the proposal is consistent with the applicable use and development standards, as well as relevant Comprehensive Land Use policies.

Attachments

1. Outer Banks Sports Club Expansion PB Submission



September 18, 2025

Ms Kelly Wyatt, Planning Director
Town of Nags Head
PO Box 99
Nags Head, NC 27959

RE: Outer Banks Sports Club Addition

Dear Ms Wyatt:

Per our recent meetings, find enclosed the proposed site plan for consideration. This plan illustrates a new structure that will be located south of the existing building. The new building will have a 2269 square foot footprint and will be two stories. An area within the current building footprint will be added to on the upper level. This area will be 1795 square feet. The total building area including the new building will be 19,425 square feet. The new building square footage will be used as a youth gym, an aerobic training area and an expansion of the cardio training second floor area. These improvements will also allow replacement of some cardio equipment which are larger than the current units. We are also showing an outdoor fitness training area and a new tennis court. We are including an elevator with this expansion.

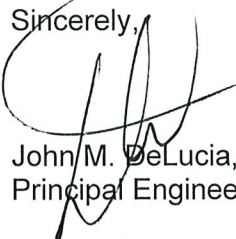
With this addition, the entire building will be sprinkler protected. We are proposing a waterline extension as shown to allow the installation of an RPZ to provide fire protection. With this plan, we have reduced the nonconforming lot coverage. We have also created additional open space near the new building and at the new tennis court location. We have relocated the dumpster pad to be more accessible. We have removed some existing parking spaces, however the available parking is still well above the minimum parking required.

There will be about half of an acre of disturbance for this addition, and no significant changes are being made to the rest of the existing site improvements such as parking, wastewater treatment, water service or the stormwater management system. We are awaiting confirmation from the Health Department regarding approval to utilize the current septic system. I will submit that permit when it is received. Their current permitted sewage flow is 2500 gallons per day, and they are currently using about half of that capacity. I anticipate that the Health Department will permit this as they already approved this in 2023 when we began discussing this expansion.

I have included three copies of the new site plan, demolition plan and grading plan with the submittal fee. Enclosed is the Site Plan Check list signed by the owner. Also enclosed are the building elevations and preliminary floor plans of the existing and proposed conditions. I will send the plans as PDF's as requested.

If I can provide any additional information, please contact me. I look forward to our technical review on October 8.

Sincerely,

A handwritten signature in black ink, appearing to read 'John M. DeLucia', written over the word 'Sincerely,'.

John M. DeLucia, PE
Principal Engineer

Enc

cc: File



TOTAL PROPOSED SQUARE FOOTAGE 6333 x .50 = \$ 3,166.50 +

(Optional) VESTED RIGHT ☐ (no fee)

= TOTAL FEE DUE 3,166.50

DATE RECEIVED 9/18/25

TOWN OF NAGS HEAD

SITE PLAN REVIEW APPLICATION & CHECKLIST

1. LOCATION AND ZONING INFORMATION

- A. PROJECT TITLE Outer Banks Sports Club Addition
- B. STREET ADDRESS 2423 S Croatan Hwy
- C. SUBDIVISION Sharp Commercial Lots
- LOT(S) Lots 1-3 BLOCK _____ SECTION _____
- D. PRESENT ZONING C2
- E. PRESENT USE Gym
- F. EXISTING NONCONFORMITIES _____
- G. ABUTTING PROPERTY ZONING C2
- H. ABUTTING PROPERTY USE Shopping Center (S) Restaurant & Radio Station (N)

2. CERTIFICATION AND STANDING

- A. As applicant of standing of the above-named project, I certify that the information on this checklist and the site plan is complete and accurate.

Gerald Golasa

OWNER ☒ AGENT ☐ CONTRACT ☐
PURCHASER ☐

- B. APPLICANT/DEVELOPER: NAME Golasa Holdings, Llc
ADDRESS PO Box 120
Kitty Hawk, NC 27949
TELEPHONE 480-0009
- C. CONTACTPERSON: NAME John DeLucia PE
ADDRESS PO Box 3989 115 W St. Clair St
Kill Devil Hills, NC 27948
TELEPHONE 252 441-2113

3. ADJACENT OWNERSHIP INFORMATION (TO BE SHOWN ON SITE PLAN)

- NAME/ADDRESS (N) Handsome Fathers, Llc Po Box 3125, KDH Loesch, Lawrence F P O Box 1418 Nags Head
- NAME/ADDRESS (S) Nags Head Partners Llc 1004 Wake Forest Rd Raleigh, NC 27604
- NAME/ADDRESS (E) Various Single Family Dwellings See Attached List
- NAME/ADDRESS (W) South Beach Plaza Associates, Llc , Po Box 2084, Kitty Hawk, NC 27949

(If additional space is needed, please attach separate sheets.)

4. SITE PLAN AND SITE PLAN ATTACHMENT DATA

A. Site plan preparer John M. DeLucia, PE Phone# 252 441-2113 ext 204
NC Registered ☒ Engineer ☐ Architect ☐ Surveyor. License# NC 016759

B. The design for the attached Stormwater Management Plan includes:

☐ 1.5", 2-hour rainfall: retained on-site.

☐ 4.3", 2-hour rainfall: no important access or health-related impacts.

☐ 5.0", 2-hour rainfall: no unapproved impacts.

Existing No substantial changes

Drainage calculations have been prepared ☐ YES ☒ NO ATTACHED ☐ YES ☒ NO

Note: Stormwater Management Plan MUST be approved by the Town Engineer prior to Planning Board review for all listed permitted uses in the zoning ordinance.

C. Sewage disposal approval is being submitted in the form of:

☒ Attached tentative approval letter dated Pending

☒ Attached final permit dated 9/18/25

☐ State ☒ County

D. Project involves condominium ownership.

☒ NO ☐ YES, Three copies of condominium documents attached.

E. Amount of land-disturbing activity proposed 22,000 square feet.

A Soil Erosion and Sedimentation Control Plan has been prepared.

☒ NO ☐ YES; (1) Copy attached,

(2) Copy submitted to Dare County Soil Conservation Service, Manteo NC 27954.

F. Coastal Area Management Act (CAMA) permit. ☐ YES ☒ NO

5. INFORMATION TO BE SHOWN ON SITE PLAN

Twelve (12) copies for Planning Board review

A. Property and ownership	YES	COMMENTS
1. Present recorded owner and map book/cabinet reference of the site property.	X	
2. Current PIN Number.	X	
3. Site Address.		
4. Owners' names, lot numbers or map book and page reference of all adjacent property owners.	X	
5. Boundary of the entire parcel by course and distance.	X	
6. Widths of the existing rights-of-way that abut the site.	X	
7. Nature or purpose, location and size of existing easements.	X	
8. At all lot comers, points of tangents and any angle point along a given course of the site, iron pins minimum 3/8-inch diameter or 4x4-inch concrete monuments.	X	
9. Plan to at least 1"=50' scale, showing north arrow and whether true or magnetic.	X	
10. Signature and seal of preparer.	X	
B. Existing features		
1. Streets, curbs, and sidewalks with type and width of pavement.	X	
2. Topographic features of site and existing grades for any streets, storm drainage system including existing grades at four comers of all structures.	X	

	YES	COMMENT
3. Flood zone(s) as determined by latest FEMA Flood Insurance Rate Map, with notation, "flood zone subject to change by FEMA."	X	
4. All underground utilities and facilities including gasoline tanks and existing septic facilities (including tanks and fields).	X	
5. If the lot is within an ocean hazard Area of Environmental Concern, the location of the first line of stable natural vegetation, the CAMA setback line, and contour lines at 2-foot intervals depicting any dunes located within an oceanfront AEC that are to be disturbed by construction.	NA	
6. The location of any marsh areas or estuarine waters or US Army Corps of Engineers 404 wetlands within or abutting the lot.	NA	
7. If the lot is within the small surface water supply watershed AEC (within 1,200 feet from the Fresh Water Pond), the distance between the pond and proposed septic or sewage treatment system.	NA	
8. Percentage of site to be included in calculation for undisturbed vegetation preservation compliance in Article 10, Part I of the Unified Development Ordinance.	NA	
C. Site improvements in accordance with regulations of state of North Carolina, Dare County, and Town of Nags Head		
1. Proposed building type (e.g., concrete or frame), number of floors and dimensions.	X	
2. Proposed building elevations of all sides of building labeled in accordance with proposed architectural design criteria of Article 10, Part VI of the UDO.	X	
3. Total height and number of stories of proposed structure(s). If increased height is being proposed in conjunction with increased setbacks, show increase allowed in tabular form on plan. Note definition of height in Appendix A of the Unified Development Ordinance.	X	
4. Existing and proposed ground elevations at the corners of proposed structure(s).	X	
5. Sanitary sewer facilities with connection to sewer system or septic tank.	X	
6. Approximate locations of proposed underground utilities and any necessary easements.	X	
7. Screened dumpster pad(s) accessible to left-side loaders and sized in accordance with the Town Code of Ordinances.	X	
8. Proposed fire hydrants and extensions of water distribution lines.	X	
9. Location and height of proposed free-standing signs. See requirements of Article 10, Part III of the Unified Development Ordinance.	NA	
10. Location of all sidewalks, curbs, drives, and parking within the site and proposed finished elevations.	X	
11. Handicapped parking spaces, walks, ramps, and entrances in accordance with the NC State Building Code. Handicapped parking spaces to be 13 feet wide, marked with a free-standing handicapped sign.	X	
12. The Vegetative Buffer Yard areas have been identified and the proper buffer yard provision(s) have been identified as outlined in the Unified Development Ordinance.	Existing	
13. Layout of numbered stalls/loading zones in accordance with Article 10, Part II of the Unified Development Ordinance.	X	

Commercial ☒ Residential ☐	Parking Spaces Required	Parking Spaces Shown	Loading Spaces
<u>2</u> STORIES BUILDING SQUARE FOOTAGE: PRINCIPAL <u>19,425</u> ACCESSORY _____ TOTAL _____	65	81	1
# EMPLOYEES _____			
#DWELLING/LODGING UNITS _____			

D. EXPLANATORY NOTES

1. Vicinity map.
2. Total square feet of land area to undergo land-disturbing activity.
3. The total required parking spaces versus the total parking spaces provided. Parking spaces to be numbered.
4. Cross-section details of all streets, roads, ditches, and parking lot improvements.
5. The number of dwelling/commercial units. If more than one use is proposed (e.g., large hotel with shops, etc.), show breakdown of units or square footage by building.
6. If additional height above 35 feet is being proposed, the additional height and increased setbacks shall be laid out in tabular form.
7. Total site coverage calculations. (Refer to UDO to calculate lot coverage for lots abutting ocean or sound).
8. Components of the lighting plan (pole location, pole height, type of fixture, wattage, source of illumination, etc.). See Article 10, Part IV of the Unified Development Ordinance.
9. A completed architectural points worksheet for commercial structures subject to residential design criteria.

6. PLAN AND ATTACHMENT PREPARER CERTIFICATION

A. I certify that all information for which I am responsible is complete and accurate.

9-18-25

DATE

SIGNATURE OF ENGINEER ☒ ARCHITECT ☐ SURVEYOR ☐

B. The following individuals have contributed information or attachments to the plan:

Name	Phone#	Information Provided
Mark Kasten AIA	252-473-7395	Bldg Plans / Elevations

Owners of Property located East of Outer Banks Sports Club

Ashby, Shelia G, 74 Main St, Stafford, VA 22554

Jewett, Michael S 16220 Orchard View Ct, Gaithersburg, MD 20878

Niethamer, Ryan M 107 Woodmere Ave, Kill Devil Hills, NC 27948

Isherwod, Christopher G, 4141 Burning Ridge Ct, Woodbridge, VA 22192

Birdseye, Patricia A, 3952 Tackle Ridge Dr, Kitty Hawk, NC 27949

County of Dare
PO Box 669
Manteo NC 27954



S13-34651

Phone: (252) 475-5080

DARE COUNTY DEPARTMENT OF PUBLIC HEALTH
Authorization for Wastewater System Construction

Parcel: 005621000

PIN: 989318206723

Permit: S13-34651

Owner Name: GOLASA HOLDINGS LLC
Owner Address: 2229 S CROATAN HWY
NAGS HEAD, NC 27959

Permit Date: 09/19/2025

Location: 2423 S CROATAN HWY – NAGS HEAD
Subdivision: SHARP COMMERCIAL LOTS

LOT: 1-3 BLK: SEC:

1. Issued by _____ RPP
2. Any alteration in soil conditions (including location of structures and appurtenances) or modification in use, design wastewater flow or wastewater characteristics as specified in the associated improvement permit and application, may subject this authorization and associated permit(s) to revocation.
3. **Comments:**
Existing system approval. Permit for 6,333sqft addition to existing fitness center and a tennis court. No new restrooms or any additional water using features added. System is sized for 2500 gallons per day. Water use records show that adding the proposed additional space would still be within the allotted gallon per day usage, therefore no additional septic is needed at this time.

This CA is valid as long as the IP remains valid (SL 2014-120).

Disclaimer: This permit does not relieve you of the responsibility to obtain any other necessary Federal, State or Local permit(s).

Owner Certification

Applicant or Owner Signature
Applicant: ALBEMARLE & ASSOCIATES

9/19/25
Date



VICINITY MAP
NTS

SITE PLAN NOTES:

1. CONTACT INFORMATION

OWNER/DEVELOPER:
GOLSA HOLDINGS, LLC
PO BOX 120
KITTY HAWK, NC 27949

2. PARCEL DATA

THE PROPERTY IS LOTS 1-3, SHARP COMMERCIAL LOTS, P.C. C, SL. 15B;
RECORDED IN D.B. 1766, PG. 234.
DARE COUNTY PARCEL ID 005621000, PIN NO. 9893 18 20 6723
PROPERTY ADDRESS: 2423 S CROATAN HIGHWAY, NAGS HEAD, NC
THE PROPERTY IS ZONED C-2.

3. PROJECT DESCRIPTION

THE OUTER BANKS SPORTS CLUB INTENDS TO ADD AN ADDITIONAL 2,269 SF
BUILDING. THE BUILDING EXPANSION INCLUDES 2,269 SF FIRST FLOOR AND 2,269
SF SECOND FLOOR WORK OUT AREA AND ADDITIONAL 1,795 SF SECOND FLOOR
ADDITION WITHIN THE EXISTING BUILDING AND A 2,226 SF OUTSIDE FITNESS AREA.

4. FLOODPLAIN INFORMATION

THE SITE IS LOCATED IN FIRM ZONE X AND PER FIRM MAP NUMBER 3720989300K,
DATE JUNE 19, 2020 (SUBJECT TO CHANGE BY FEMA).

5. SURVEY INFORMATION

EXISTING FEATURES, TOPOGRAPHIC AND BOUNDARY SURVEY INFORMATION WAS
OBTAINED BY ALBEMARLE & ASSOCIATES, LTD. IN 2004. THE EXISTING DRAINFIELD
WAS REPLACED IN 2017.

ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES UNLESS OTHERWISE SPECIFIED.
ELEVATIONS SHOWN ARE HEREON PER NAVD88.

AREAS SHOWN ARE BY COORDINATE METHOD.

6. PROJECT AREA AND WETLANDS

THERE ARE NO WETLANDS ON THE PROJECT SITE.
TOTAL PROPERTY AREA = 100,175 SF

7. MINIMUM BUILDING SETBACKS

FRONT - 75'
REAR - 25'
SIDES - 5' MIN. 15' TOTAL

8. LOT COVERAGE IS AS FOLLOWS:

ALLOWABLE LOT COVERAGE 55% = 55,096.25 SF

EX. BUILDING 11,502.43 SF
HVAC STANDS 233.43 SF
CONCRETE PADS AND SIDEWALKS 1,825.36 SF
PARKING AREA 33,551.74 SF
TURFSTONE* 9,538.49 SF*
DUMPSTER PAD 98.23 SF

EXISTING TOTAL* 56,749.69 SF (56.65%)

TO BE REMOVED
ASPHALT & CURB (15,153.26 SF)
CONCRETE (572.35 SF)
TURFSTONE (3,221.57 SF)

NEW BUILDING ADDITION 2,297.11 SF
NEW OUTDOOR WORKOUT AREA 2,226.57 SF
NEW TENNIS COURT 8,160.00 SF
NEW GAZEBO 308.00 SF
NEW SIDEWALK & CURB 2,130.33 SF
NEW TURFSTONE 888.41 SF*
NEW DUMPSTER PAD 100.00 SF

PROPOSED TOTAL 53,912.92 SF (53.82%)

*TURFSTONE REDUCTION = 14,236.55 SF X 0.67 = 9,538.49 SF
*TURFSTONE TBR = 4,808.32 SF X 0.67 = 3,211.57 SF
*NEW TURFSTONE = 1,325.99 SF X 0.67 = 888.41 SF

9. PARKING REQUIREMENTS

19,425 SF GYM AREA (1 SPACE / 300 SF) = 65 SPACES REQUIRED
81 SPACES PROVIDED

10. STORMWATER MANAGEMENT

STORMWATER MANAGEMENT WILL REQUIRE MINIMAL CHANGES AND WILL CONTINUE TO
UTILIZE THE EXISTING AND UNDERGROUND PIPING AND BE CONVEYED TO THE
EXISTING STORMWATER POND.

11. EROSION AND SEDIMENTATION CONTROL

AREA TO BE DISTURBED (23091 SF) 0.53 ACRES

PRIOR TO DEMOLITION, THE CONSTRUCTION ENTRANCE AND SILT FENCE SHALL BE
INSTALLED. REFER TO SHEET C202 FOR THE EROSION & SEDIMENT CONTROL
PLAN, DETAILS AND CONSTRUCTION PHASING AND SEQUENCING.

12. SITE LIGHTING

EXISTING LIGHTING WILL REMAIN AND NEW LIGHTING FOR THE TENNIS COURT WILL
COMPLY WITH THE TOWN LIGHTING ORDINANCE.

13. UTILITIES

ALL NEW UTILITIES ARE TO BE PLACED UNDERGROUND.

14. STRUCTURES

THE BUILDINGS WILL COMPLY WITH THE NORTH CAROLINA COMMERCIAL BUILDING
CODE AND CURRENT NFPA REQUIREMENTS.

THE BUILDING HEIGHT SHALL NOT EXCEED 36'.

15. SOLID WASTE

THE SITE WILL CONTINUE TO USE A DUMPSTER.

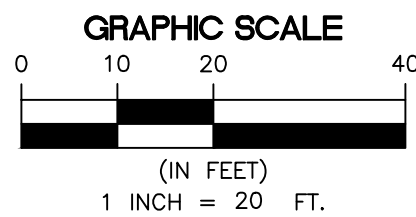
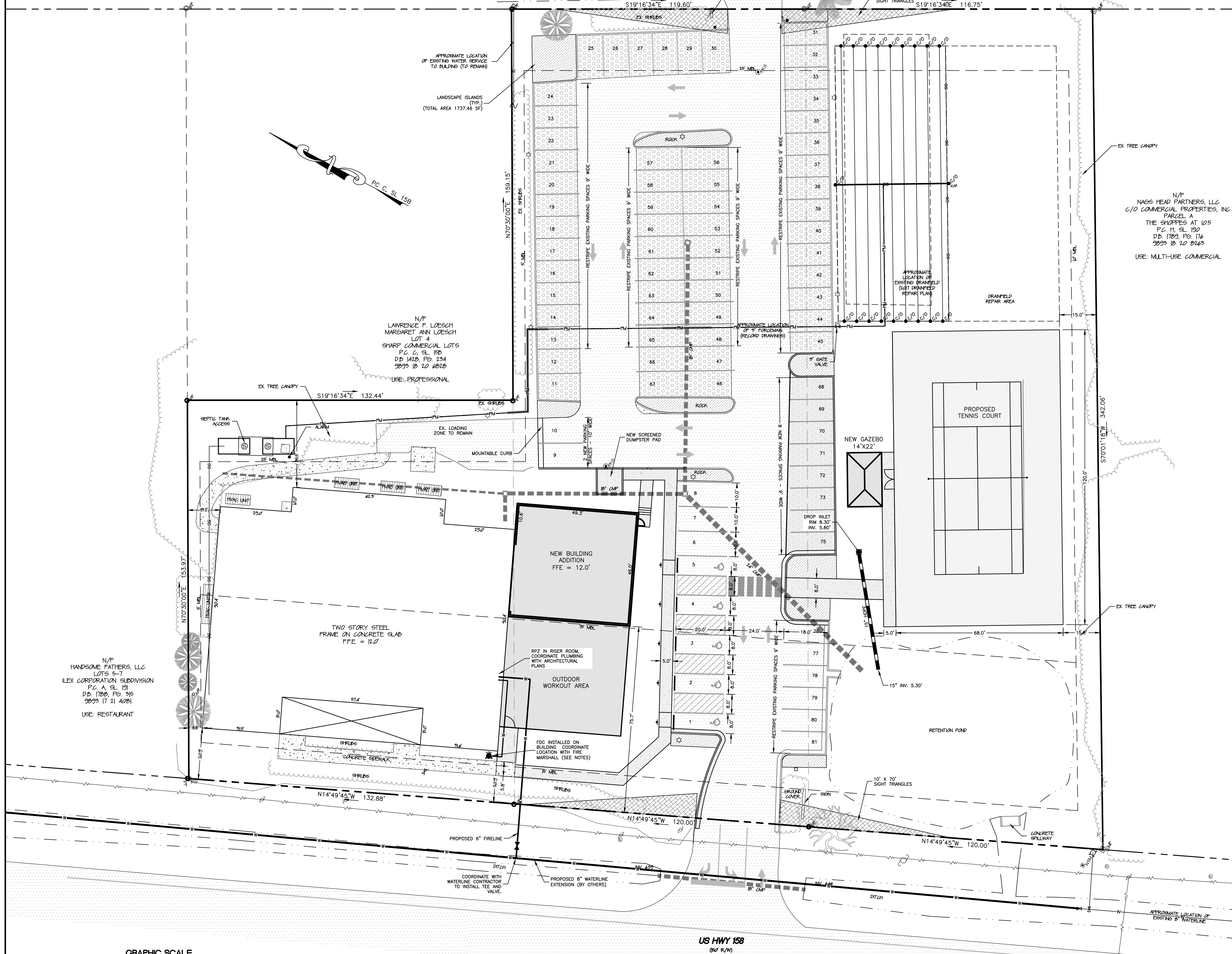
16. LANDSCAPE BUFFERS

REQUIRED LANDSCAPING SHALL BE BROUGHT BACK INTO COMPLIANCE WITH TOWN
OF NAGS HEAD ZONING ORDINANCE.

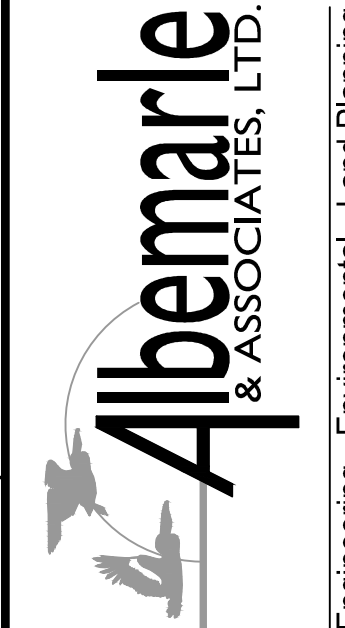
17. FIRE DEPARTMENT CONNECTION

RP2 FOR SPRINKLER WILL BE LOCATED IN A RISER ROOM LOCATED WITHIN THE
BUILDING. THE FIRE DEPARTMENT CONNECTION (FDC) WILL BE COORDINATED WITH
THE FIRE MARSHALL AND WE BE LOCATED ON THE BUILDING.

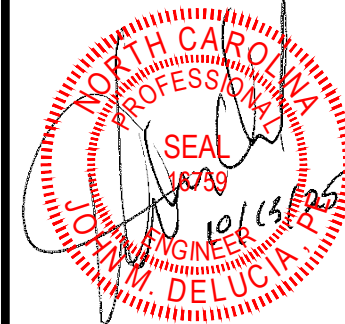
PRELIMINARY ONLY
NOT FOR
CONSTRUCTION



Know what's below.
Call before you dig.



Albemarle & Associates, Ltd.
P.O. Box 1000
Kitty Hawk, NC 27949
Phone: (252) 441-2113
www.albemarle.com
Cert. of Licensure No. C-1027
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is prohibited.



REVISIONS	
NO.	DATE
1	10/13/2020
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SITE PLAN

OUTER BANKS SPORTS CLUB
2423 S CROATAN HIGHWAY

NORTH CAROLINA
DARE COUNTY
NAGS HEAD TOWNSHIP
NAGS HEAD

DATE: 08/xx/2025

SURVEYED: JMD

DESIGNED: JMD

DRAWN: JMD

CHECKED: JMD

FILE: 04834K

SCALE:

1" = 20'

C201

PROJ. NO. 04834K



I. NARRATIVE:

NARRATIVE:

GOLASA HOLDINGS, LLC, INTENDS TO EXPAND THE EXISTING FITNESS CENTER, INCLUDING AN OUTDOOR WORK OUT AREA AND A TENNIS COURT. THE CONSTRUCTION WILL INCLUDE PAVEMENT REMOVAL, NEW SIDEWALK, RELOCATING THE DUMPSITE PAD AND ADDITIONAL DRAINAGE FEATURES. THE SITE IS LOCATED ON 2.3 ACRES LOCATED AT 2423 SOUTH CROATAN HIGHWAY, NAGS HEAD, NORTH CAROLINA. APPROXIMATELY 0.53 ACRES OF THE SITE ARE TO BE DISTURBED. CONSTRUCTION IS SCHEDULED TO BEGIN IN THE WINTER OF 2025/2026.

DISTURBED AREAS ARE TO BE STABILIZED WITH TEMPORARY/PERMANENT
VEGETATION ACCORDING TO THE SEQUENCE OF CONSTRUCTION.

II. SOILS DESCRIPTION:

SOIL TYPES AS MAPPED IN THE SOIL SURVEY OF DARE COUNTY

COROLLA FINE SAND (CoB)
COROLLA-DUCKSTON COMPLEX (CrB)

III. CONSTRUCTION SEQUENCE

- OBTAIN SITE PLAN APPROVAL.
- OBTAIN ALL NECESSARY ENVIRONMENTAL PERMITS.
- FLAG OR STAKE WORK LIMITS.
- HOLD PRE-CONSTRUCTION MEETING.

PHASE ONE:

- UTILIZE DRIVEWAY ON WRIGHTSVILLE AVENUE FOR CONSTRUCTION TRAFFIC.
- INSTALL SILT FENCING ALONG EAST EDGE OF POND WHERE THE PARKING LOT IS TO BE REMOVED.
- INSTALL DROP INLET PROTECTION ON ADJACENT INLET STRUCTURES (WITHIN 50' OF DISTURBED AREAS).
- PERIODICALLY SWEEP CONSTRUCTION ENTRANCE AS NEEDED TO MAINTAIN CLEAN PAVEMENT AND PREVENT SOILS FROM BEING TRACKED OFF SITE.

PHASE TWO:

- SAW CUT AND REMOVE PAVEMENT AS SHOWN ON THE PLAN.
- PLACE & COMPACT FILL MATERIALS.
- COMMENCE CONSTRUCTION OF BUILDING EXPANSION, OUTDOOR WORK AREA, TENNIS COURT AND OTHER SITE FEATURES.
- SEED, FERTILIZE AND WATER DISTURBED AREA TO STABILIZE.
- REMOVE SILT FENCE AND INLET PROTECTION.

IV. SEDIMENTATION AND EROSION CONTROL NOTES:

1. PRECONSTRUCTION CONFERENCE:
PRIOR TO ANY LAND DISTURBING ACTIVITIES, THE CONTRACTOR SHALL WALK THE SITE WITH THE OWNER'S REPRESENTATIVE AND A REPRESENTATIVE OF THE MUNICIPALITY (IF REQUIRED) IN ORDER TO IDENTIFY AND MARK SPECIFIC ELEMENTS WHICH ARE TO BE PROTECTED. TREES SHALL BE PROTECTED IN ACCORDANCE WITH THE NORTH CAROLINA EROSION AND SEDIMENTATION CONTROL HANDBOOK.
2. INSTALLATION OF EROSION CONTROL MEASURES:
PRIOR TO COMMENCEMENT OF ANY LAND DISTURBING ACTIVITIES, ALL EROSION AND SEDIMENTATION CONTROL MEASURES IDENTIFIED ON THIS PLAN SHALL BE INSTALLED IN ACCORDANCE WITH THE PROJECT PLANS AND SPECIFICATIONS AND ALL PERMIT CONDITIONS.
3. UTILITIES:
AS THE NECESSARY OF ANY EXCAVATION, THE CONTRACTOR SHALL HAVE THE APPROPRIATE UNDERGROUND UTILITIES LOCATED. CONTACT NC811 AT 811 OR 800-632-4949. UTILITIES SHOWN ARE TAKEN FROM EXISTING RECORDS, FIELD OBSERVATIONS AND/OR UTILITY LOCATING SERVICE AND ARE NOT GUARANTEED TO BE ACCURATE OR COMPLETE.
4. ACCESS TO SITE:
ALL CONSTRUCTION TRAFFIC SHALL UTILIZE THE CONSTRUCTION ENTRANCE AS DESIGNATED ON THIS PLAN.
5. LIMITS OF DISTURBANCE:
THE CONTRACTOR SHALL ENSURE THAT AREAS OUTSIDE OF THE LIMITS OF LAND DISTURBING AS WELL AS EXISTING IMPROVEMENTS SPECIFICALLY NOTED TO REMAIN ARE NOT ADVERSELY IMPACTED BY ANY CLEARING ACTIVITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR AND/OR REPLACEMENT OF ITEMS DAMAGED OUTSIDE THE LIMITS OF DISTURBANCE OR OTHERWISE NOTED TO REMAIN.
6. STABILIZATION:
EXPPOSED SWALES, DITCHES, DIKES OR OTHER SLOPES STEEPER THAT 3(H):1(V) SHALL BE STABILIZED WITH A TEMPORARY OR PERMANENT GROUND COVER WITHIN 7 CALENDAR DAYS. ALL OTHER EXPOSED EARTHEN AREAS SHALL BE STABILIZED WITH A TEMPORARY OR PERMANENT GROUND COVER WITHIN 14 CALENDAR DAYS OF THE COMPLETION OF ANY PHASE OF GRADING.
7. INSPECTIONS REQUIRED:
SOIL EROSION AND SEDIMENTATION CONTROLS SHALL BE INSPECTED, MAINTAINED AND REPLACED AS NECESSARY BY THE CONTRACTOR. THE CONTRACTOR SHALL MAINTAIN COMPLETED SELF-INSPECTION / MONITORING FORMS (COMPLETED WEEKLY WITH DAILY RAINFALL TOTALS) THROUGHOUT THE PROJECT. THE SITE SHALL ALSO BE INSPECTED AFTER ANY RAINFALL EVENT EQUAL OR GREATER THAN 0.5 INCHES OVER A 24 HOUR PERIOD.
8. CORRECTIVE MEASURES:
ALL EROSION CONTROL MEASURES SHALL BE MAINTAINED THROUGHOUT CONSTRUCTION UNTIL WORK IS COMPLETE AND ALL DISTURBED AREAS ARE PERMANENTLY STABILIZED. IF EXCESSIVE WIND EROSION OR STORM WATER RUNOFF DEVELOPS DURING TIME OF CONSTRUCTION IN ANY LOCATION ON THE PROJECT SITE, ADDITIONAL SAND OR SILT FENCE SHALL BE INSTALLED AS DIRECTED BY ENGINEER, SEE SAND OR SILT FENCE DETAIL.
9. DEBRIS REMOVAL:
ALL EXISTING DEBRIS SHALL BE REMOVED FROM THE SITE BY THE CONTRACTOR AND DISPOSED OF IN A LAWFUL MANNER. NO BURNING OF DEBRIS ON SITE IS PERMITTED. NO ON-SITE BURNING IS PERMITTED UNLESS OTHERWISE APPROVED BY THE LOCAL FIRE MARSHALL, MUNICIPALITY OF JURISDICTION AND THE OWNER.
10. EXCAVATION AND EMBANKMENT:
ANY OFF-SITE MATERIAL BROUGHT ONTO TO THE SITE TO BE USED FOR GRADING FILL SHALL BE OBTAINED FROM A PERMITTED BORROW PIT. FILL SHALL CONFORM TO PROJECT SPECIFICATIONS AND GEOTECHNICAL REPORT. NO BORROW IS PERMITTED FROM THE SITE.
11. EXISTING INFORMATION:
EXISTING FEATURES, TOPOGRAPHIC AND BOUNDARY SURVEY INFORMATION WAS OBTAINED BY ALBEMARLE & ASSOCIATES, LTD. IN 2004.

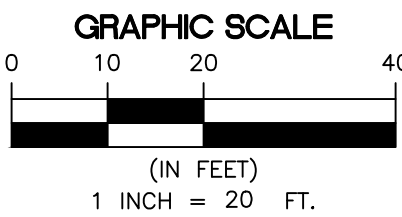
V. DEMOLITION NOTES

ALL EXISTING IMPROVEMENTS SHOWN WITHIN THE LIMITS OF DISTURBANCE SHALL BE REMOVED UNLESS SPECIFICALLY NOTED TO REMAIN. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROPER DISPOSAL TO AN OFFSITE LOCATION PROVIDED BY THE CONTRACTOR.

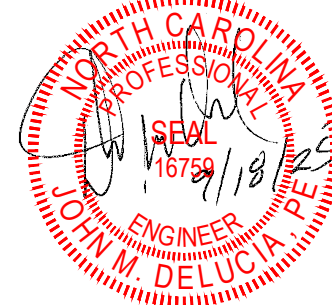
CONTRACTOR SHALL TAKE ALL NECESSARY PRECAUTIONS TO CAREFULLY REMOVE ALL ITEMS SHOWN TO BE RELOCATED. PRIOR TO REMOVAL, ANY CONDITIONS THAT PREVENT SUCH REMOVAL OR EXISTING DAMAGE TO THE ITEMS SHALL BE REPORTED TO THE OWNER IMMEDIATELY. CONTRACTOR WILL BE RESPONSIBLE FOR ITEMS DAMAGED DURING THE PROJECT.

WARNING:

LOCATION OF EXISTING UNDERGROUND UTILITIES SHOWN HAS BEEN TAKEN FROM RECORD DRAWINGS. EXACT LOCATION OF THESE UTILITIES IS UNKNOWN. LOCATION OF OTHER UNDERGROUND UTILITIES IS UNKNOWN AND HAS NOT BEEN SHOWN ON THESE DRAWINGS. ALL UNDERGROUND UTILITIES ENCOUNTERED SHALL IMMEDIATELY BE REPORTED TO THE OWNER.



N/F
NAGS HEAD PARTNERS, LLC
C/O COMMERCIAL PROPERTIES, INC.
PARCEL A
THE SHOPPES AT 105
P.C. H. SL. 190
D.B. 1789, PG. 176
9899 18 20 8163
USE: MULTI-USE COMMERCIAL

[illegible]

DEMOLITION AND EROSION CONTROL PLAN

OUTER BANKS SPORTS CLUB
2423 S CROATAN HIGHWAY

NORTH CAROLINA

DARE COUNTY

NAGS HEAD TOWNSHIP

NAGS HEAD

DATE:	08/xx/2025
SURVEYED:	SEE NOTES
DESIGNED:	JMD
DRAWN:	KCA
CHECKED:	JMD

SCALE:

C202

PROJ. NO. 04834K

1. ALL CONSTRUCTION TRAFFIC SHALL UTILIZE THE CONSTRUCTION ENTRANCE AS DESIGNATED.
2. PRIOR TO COMMENCEMENT OF ANY LAND DISTURBING ACTIVITIES, ALL EROSION AND SEDIMENTATION CONTROL MEASURES IDENTIFIED ON THIS PLAN SHALL BE INSTALLED IN ACCORDANCE WITH THE EROSION CONTROL PLAN.
3. THE CONTRACTOR SHALL ENSURE THAT AREAS OUTSIDE OF THE LIMITS OF LAND DISTURBANCE, AS WELL AS TREES SPECIFICALLY NOTED FOR PROTECTION ARE NOT ADVERSELY IMPACTED BY ANY CLEARING ACTIVITIES.
4. PRIOR TO FILLING THE SITE, THE CONTRACTOR SHALL STRIP AND STOCKPILE TOPSOIL IN ACCORDANCE WITH GEOTECHNICAL REPORTS AT THE LOCATION INDICATED. AREAS WHICH ARE TO BE STRIPPED SHALL BE RANSED IN COMPACTED SEQUENTIAL LIFTS NOT TO EXCEED 8 INCHES IN DEPTH. FILL MATERIAL SHALL BE CLEAN, WELL GRADED SAND, FILL LOCATED BENEATH PAVEMENT SHALL BE COMPACTED PER GEOTECHNICAL REPORT. TOPSOIL STOCKPILED CAN BE USED ON SITE FOR RESPREAD UPON COMPLETION OF FILL AND USED WITHIN STORMWATER TREATMENT AREA.
5. LIMITS OF SLOPES AND GRADING SHALL BE IN ACCORDANCE WITH THE LIMITS SHOWN HEREON.
6. EXISTING FEATURES, TOPOGRAPHIC AND BOUNDARY SURVEY INFORMATION WAS OBTAINED BY ALBEMARLE & ASSOCIATES, LTD. IN 2004. LIDAR DATA FROM NOAA.GOV 2019.

1. PRIOR TO CONSTRUCTION, THE CONTRACTOR SHALL CONTACT NC ONE CALL 811 TO LOCATE UNDERGROUND UTILITIES.
2. ALL STORM SEWERS SHALL BE PLACED IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS. STORM SEWERS SHALL BE SMOOTH INTERIOR, DOUBLE WALLED HDPE WITH GASKETED JOINTS UNLESS OTHERWISE NOTED.
3. DROP INLETS AND DRAINAGE STRUCTURES SHALL BE CONSTRUCTED PER NCDOT 840.
4. ALL OPEN PIPE ENDS SHALL BE FITTED WITH A FLARED END SECTION OF THE SAME MATERIAL AND SIZE. END SECTIONS SHALL BE PROVIDED WITH TEN CUBIC FEET OF CLASS "B" RIP-RAP PLACED TWELVE INCHES IN DEPTH. TOP OF RIP RAP SHALL MATCH THE F.E.S. INVERT.
5. INSTALLATION OF STORMWATER MANAGEMENT MEASURES SHALL BE IN ACCORDANCE WITH THE REQUIREMENTS STIPULATED BY THE DIVISION OF WATER QUALITY STORMWATER PERMIT.

1. UPON ACCEPTANCE BY THE OWNER, IT IS THE OWNER'S RESPONSIBILITY TO PROVIDE NECESSARY MAINTENANCE SO THAT THE STORMWATER SYSTEM WILL FUNCTION AS INTENDED.
2. AFTER EVERY RUNOFF PRODUCING RAINFALL EVENT AND AT LEAST MONTHLY, INSPECT THE STORMWATER MANAGEMENT POND FOR EROSION, TRASH ACCUMULATION, VEGETATIVE COVER, AND GENERAL CONDITION. ALSO INSPECT THE INFLOW STRUCTURES, OUTLET STRUCTURE, RIP-RAP, AND BANKS FOR EROSION OR DETRIMENT. REMOVE ANY BLOCKAGE AND REPAIR THE STRUCTURE TO APPROVED DESIGN SPECIFICATIONS
3. REPAIR ERODED AREAS IMMEDIATELY, RE-SEED AS NECESSARY TO MAINTAIN ADEQUATE VEGETATIVE COVER, REMOVE TRASH AS NEEDED.
4. CHECK FOR SEDIMENTATION WITHIN THE BASIN ANNUALLY. IF DEPOSITION OF MATERIAL IS OBSERVED WITHIN THE SYSTEM, REESTABLISH DESIGN GRADES AS INDICATED ON APPROVED SITE PLAN. INSPECT BASIN WALLS AND STRUCTURES TO ENSURE THAT THEY ARE MAINTAINED AT THEIR DESIGN ELEVATION. IF EROSION OCCURS, REESTABLISH DESIGN ELEVATIONS AS INDICATED ON APPROVED SITE PLAN.

2. **GENERAL**

A. DRAINAGE STRUCTURES INVERTS SHALL BE CONSTRUCTED WITH INVERT AND RIM ELEVATIONS AS SHOWN ON PLANS. THE AREA SURROUNDING THE DRAINAGE STRUCTURE SHALL BE GRADED TO DIRECT RUNOFF INTO THE STRUCTURE UNLESS OTHERWISE NOTED (SUCH AS RETENTION OVERTFLOW).

B. REFER TO PLANS FOR PIPE ORIENTATION AND CONNECTING PIPE SIZES AND COORDINATE DRAINAGE STRUCTURE DIMENSIONS ACCORDINGLY.

C. ALL DRAINAGE STRUCTURES OVER 3' - 6" IN DEPTH SHALL BE FURNISHED WITH POLYPROPYLENE ENCASED STEPS CONFORMING TO NCDOT STD. DWG. 840.66.

D. ANTI-FLOATION RINGS SHALL BE PROVIDED ON DRAINAGE STRUCTURES WHERE THE BOTTOM OF THE STRUCTURE IS INSTALLED BELOW THE GROUND WATER TABLE.

E. WAFFLE BOXES SHALL NOT BE PERMITTED FOR STRUCTURES GREATER THAN 10' IN DEPTH.

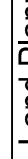
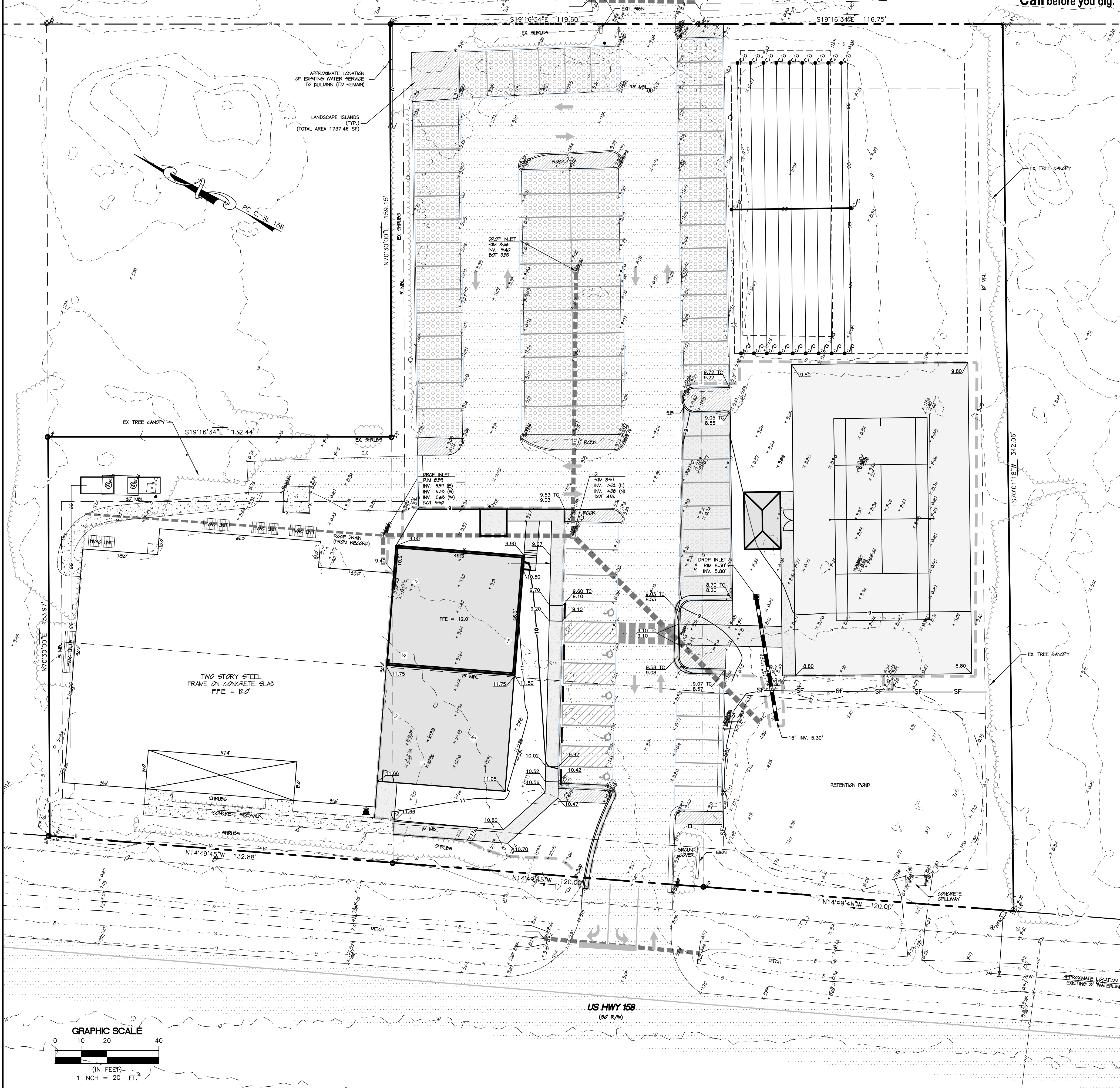
F. DRAINAGE STRUCTURES OTHER THAN CLOSED TOP MANHOLES AND JUNCTION BOXES SHALL BE PROTECTED FROM SEDIMENTATION USING DROP INLET PROTECTION UNTIL THE CONTRIBUTING DRAINAGE AREA IS PERMANENTLY STABILIZED.

2. **DROP INLETS**

A. CATCH BASINS SHALL CONFORM TO NCDOT STD. DWGS. AS FOLLOWS:

BRICK (NON-TRAFFIC BEARING)	NCDOT 840.15
CAST IN PLACE CONCRETE (TRAFFIC BEARING)	NCDOT 840.35
CAST IN PLACE CONCRETE	NCDOT 840.14
PRECAST CONCRETE (NON-TRAFFIC BEARING)	NCDOT 840.45
PRECAST CONCRETE (TRAFFIC BEARING)	NCDOT 840.46

B. FRAME AND GRATE SHALL CONFORM TO NCDOT STD. DWG. 840.16

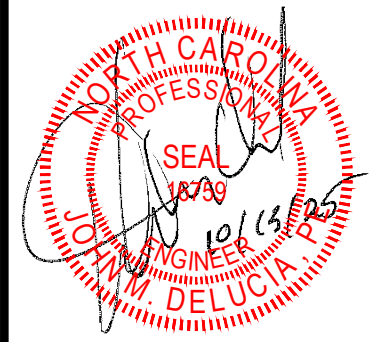


Albemarle
& ASSOCIATES, LTD.

Engineering - Environmental - Land Planning

Albemarle & Associates, Ltd.
1115 West St. Clair Street
P.O. Box 3889
Kil Devil Hills, NC 27948
Phone: (252) 441-2113
Fax: (252) 441-0965
www.AlbemarleAssociates.com
Cert. of Licensure No. C-1027

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unauthorized use or alteration
is prohibited.

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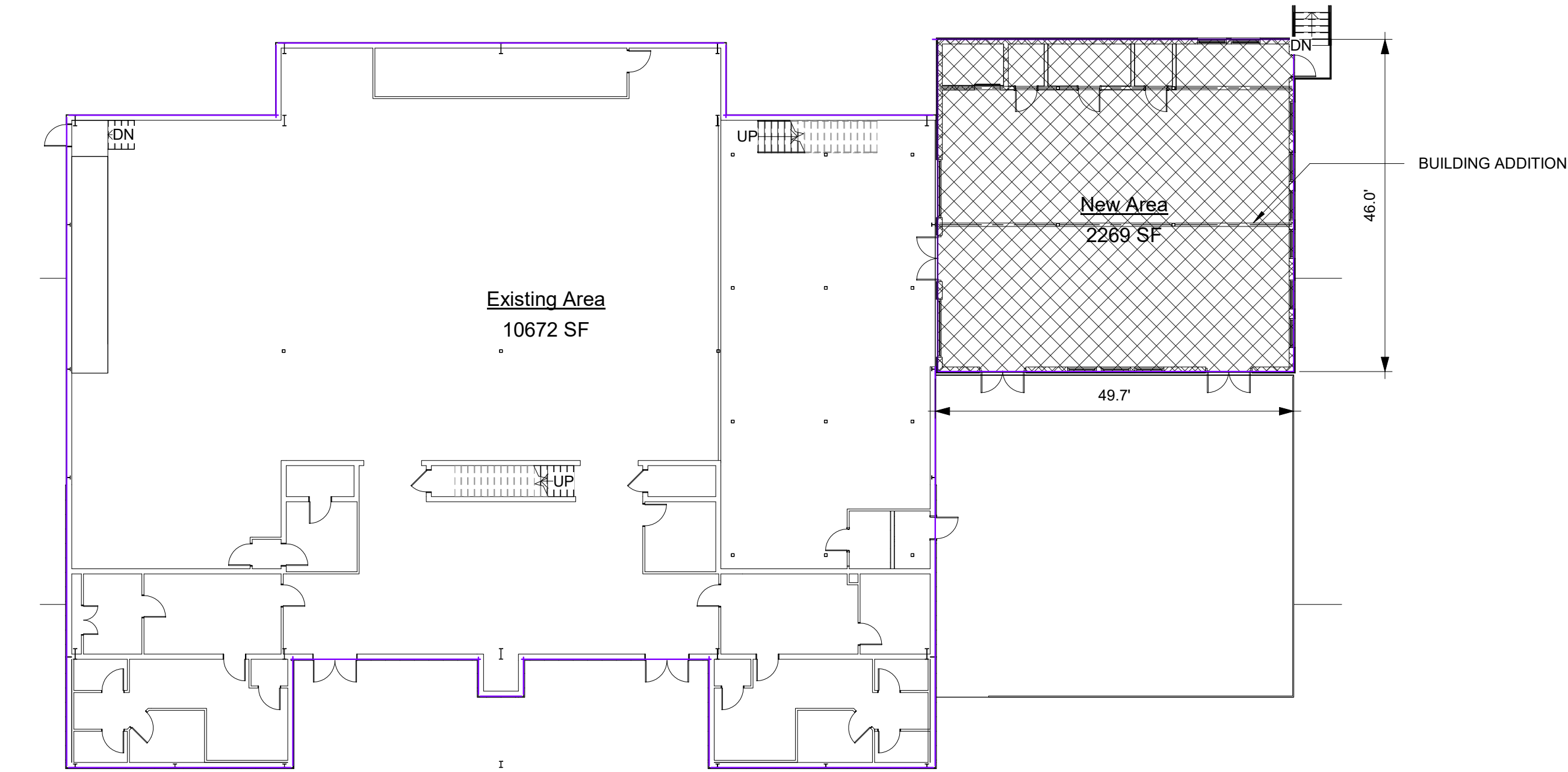
GRADING AND DRAINAGE PLAN	
<i>OUTER BANKS SPORTS CLUB 2423 S CROATAN HIGHWAY</i>	
NACS HEAD	NACS HEAD TOWNSHIP DARE COUNTY NORTH CAROLINA

DATE:	08/xx/2025
SURVIVED:	SEE NOTES
DESIGNED:	JMD
DRAWN:	KCA
CHECKED:	JMD
FILE:	04834K

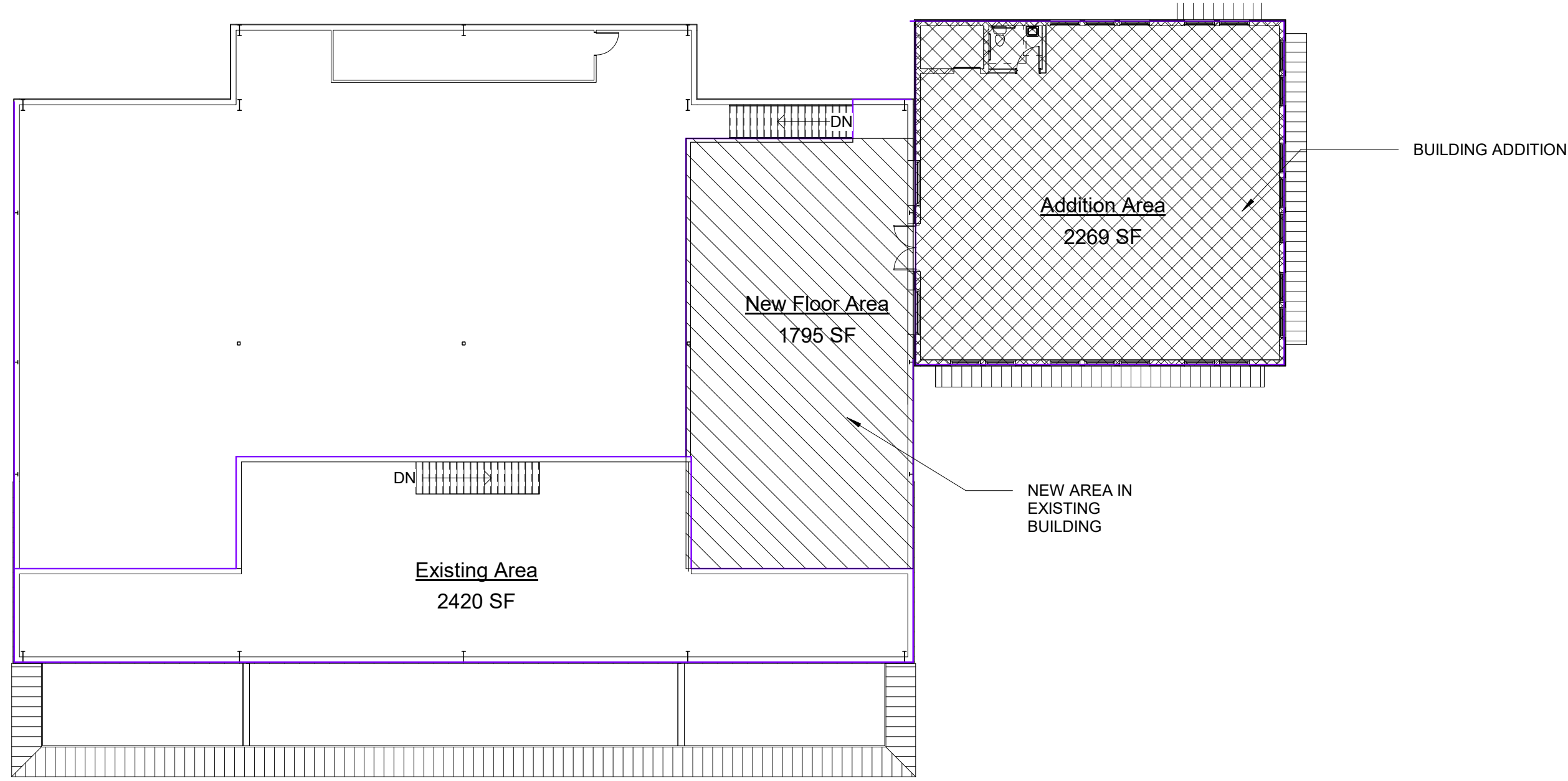
SCALE:
1" = 20'

C301

PROJ. NO. 04834K



① (1) First Floor
1/16" = 1'-0"



② (2) Second Floor
1/16" = 1'-0"

Project: **Outer Banks Sport Club Addition**

Project No: **25058**

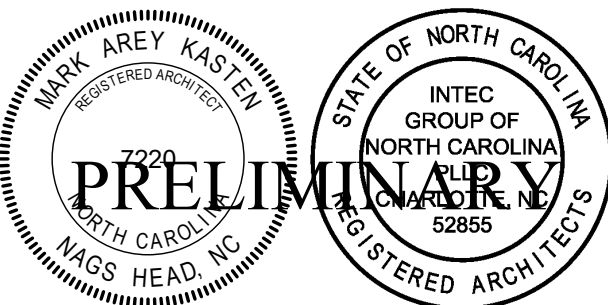
Location: **2423 S Croatan Hwy.
Nags Head, NC**

Title: **Plans**

Date: **October 14, 2025**

Scale: **1/16" = 1'-0"**

The designer shall not be responsible for any error, omission, defect or deficiency in the contract documents ("error") prepared by the designer or its consultants which in any way impacts the schedule of the project, results in a lack of coordination among the contract documents, delays the completion of the project or which in any other way causes any damage or loss to the owner, contractor, subcontractors, or other entity involved in the project, unless: (i) designer is promptly notified of such error, in any event within 14 days of the date such error was discovered or could reasonably have been discovered; and (ii) designer is given opportunity at the time of discovery to address such error, and, if appropriate, take such steps as are necessary to correct and resolve it. Failure to comply with the provisions of this paragraph shall constitute a waiver of any claim for damages, or a right to offset against designer by owner, contractor or others and shall in no event cause or allow a reduction in the fees otherwise due designer for services provided on the project.

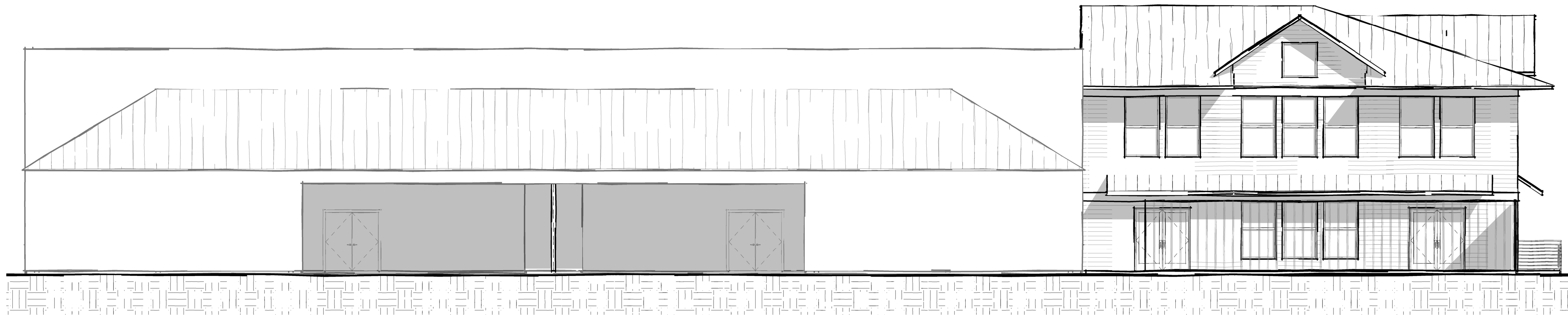


Revisions:

No.	Description	Date

Designed: Designer
Drawn: Author
Reviewed: Checker
Cad File:

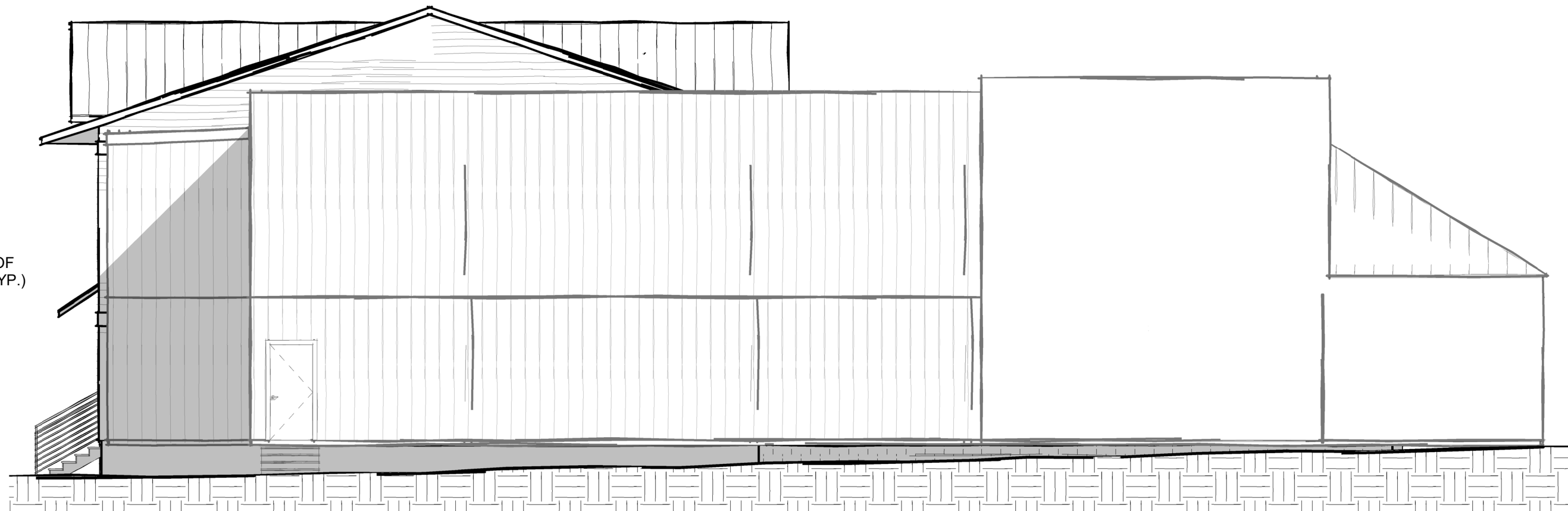
A1



① West
1/8" = 1'-0"



② South
1/8" = 1'-0"



③ North
1/8" = 1'-0"

WINDOW AREA

WEST:	
WALL	1120 SF
WINDOW	384 SF
PERCENTAGE	32.3%
SOUTH:	
WALL	1054 SF
WINDOW	371 SF
PERCENTAGE	35.2%
EAST:	
WALL	1120 SF
WINDOW	209 SF
PERCENTAGE	18.7%



④ East
1/8" = 1'-0"

Project: **Outer Banks Sport Club Addition**

Project No: **25058**

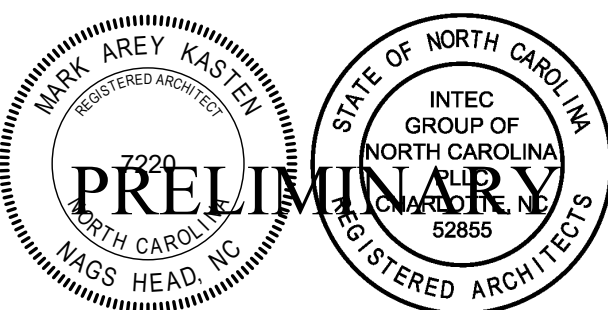
Location: **2423 S Croatan Hwy.
Nags Head, NC**

Title: **Elevations**

Date: **October 14, 2025**

Scale: **1/8" = 1'-0"**

The designer shall not be responsible for any error, omission, defect or deficiency in the contract documents ("error") prepared by the designer or its consultants which in any way impacts the schedule of the project, results in a lack of coordination among the contract documents, delays the completion of the project or which in any other way causes any damage or loss to the owner, contractor, subcontractors, or other entity involved in the project, unless: (i) designer is promptly notified of such error, in any event within 14 days of the date such error was discovered or could reasonably have been discovered; and (ii) designer is given opportunity at the time of discovery to address such error, and, if appropriate, take such steps as are necessary to correct and resolve it. Failure to comply with the provisions of this paragraph shall constitute a waiver of any claim for damages, or a right to offset against designer by owner, contractor or others and shall in no event cause or allow a reduction in the fees otherwise due designer for services provided on the project.



Revisions:

No.	Description	Date

Designed: Designer
Drawn: Author
Reviewed: Checker
Cad File:

A2



AGENDA ITEM SUMMARY

Town of Nags Head Planning Board

REGULAR SESSION: October 21, 2025

AGENDA ITEM E.4.

Initiation and consideration of text amendments to the Unified Development Ordinance, Flood Damage Prevention ordinance to revise and clarify the Town's elevation standards and required freeboard.

Prepared by

Joseph Costello, Deputy Planning Director

Reviewed by

Joseph Costello
Brittany Phillips

Staff Comments/Recommendation

Planning staff find the proposed text amendment to be consistent with the 2022 Comprehensive Land Use Plan and recommend adoption of the amendment as presented.

Specific Action Requested

This item is provided for Board review and approval.

Summary

In response to comments received during the Town of Nags Head's 2024 Community Rating System (CRS) audit, and in coordination with the North Carolina Eastern Branch National Flood Insurance Program (NFIP) Coordinator, planning staff are requesting the initiation of text amendments to Section 11.42, Flood Damage Prevention, of the Unified Development Ordinance (UDO) and associated definitions. The purpose of these amendments is to clarify the requirement for one foot of "freeboard" town-wide and to align the ordinance with the current NFIP model flood ordinance.

As noted in Appendix A, Section A.4, Definitions, **Freeboard** means the height added to the Base Flood Elevation (BFE) to account for the many unknown factors that could contribute to flood heights greater than the height calculated for a selected size flood and floodway conditions, such as wave action, blockage of bridge or culvert openings, storm surge or precipitation exceeding the base flood and the hydrological effects of urbanization on the watershed.

The proposed amendments will ensure consistency within the Flood Damage Prevention Ordinance and its related definitions. Upon recommendation by the Planning Board and adoption by the Board of Commissioners, the ordinance will be fully aligned with NFIP and CRS guidance, allowing the Town to continue maximizing its CRS score.

Adoption of these amendments further demonstrates the Town's commitment to higher regulatory standards that protect life and property, reduce flood-related damages and insurance claims, and maintain community-wide flood insurance discounts through continued participation in the CRS program.

POLICY CONSIDERATIONS

MS-1, Provide effective governance to the Town of Nags Head's citizenry, property owners, business owners, and stakeholders to advance the town's mission and vision.

NR-10, Protect the public health and safety of the town from natural and man-made hazards through proactive planning and mitigation efforts.

NR-11, Ensure that the town is a disaster-resilient community that can survive, recover from, and thrive after a natural or man-made disaster event.

NR-13, Support the town's continued participation in the National Flood Insurance Program (NFIP) and Community Rating System (CRS). Participation in the NFIP is key in making federally backed flood insurance available within the town at to improve the town's CRS rating.

STAFF ANALYSIS AND RECOMMENDATION

Planning staff find the proposed text amendment to be consistent with the 2022 Comprehensive Land Use Plan and recommend adoption of the amendment as presented.

The proposed text amendments are attached in draft form for the Planning Board's consideration. Staff will be available at the Planning Board's October 21, 2025, meeting for further discussion.

With regard to the Planning Board's review and action, Staff recommends consideration of the following UDO provisions:

3.5.3. Action by the Planning Board.

3.5.3.1. Every proposed amendment, UDO text amendment or zoning map amendment, shall be referred to the Planning Board for its recommendation and report. The Board of Commissioners is not bound by the recommendations, if any, of the Planning Board.

3.5.3.2. Prior to the consideration by the Board of Commissioners of a proposed UDO text amendment or zoning map amendment, the Planning Board shall advise and comment on whether the proposed amendment is consistent with the Comprehensive Plan. The Planning Board shall provide a written recommendation, certified by the UDO Administrator, to the Board of Commissioners that addresses plan consistency and other matters as deemed appropriate by the Planning Board, but a comment by the Planning Board that a proposed amendment is inconsistent with the Comprehensive Plan shall not preclude consideration or approval of the proposed amendment by the Board of Commissioners.

3.5.3.3. Members of the Planning Board shall not vote on recommendations regarding any UDO text amendment or zoning map amendment where the outcome of the matter being considered is reasonably likely to have a direct, substantial, and readily identifiable financial impact on the member.

Attachments

1. Flood Prevention Ordinance Text Amendment Draft 10-15-25

(DRAFT)
**AN ORDINANCE AMENDING THE UNIFIED DEVELOPMENT ORDINANCE
OF THE TOWN OF NAGS HEAD, NORTH CAROLINA AS IT PERTAINS TO
THE FLOOD DAMAGE PREVENTION ORDINANCE REQUIREMENTS FOR
ELEVATION AND FREEBOARD.**

ARTICLE I. Purpose(s) and Authority.

WHEREAS, pursuant to N.C.G.S. § 160D-701, the Town of Nags Head (the “Town”) may enact and amend ordinances regulating the zoning and development of land within its jurisdiction and specifically the location and use of buildings, structures and land; pursuant to this authority and the additional authority granted by N.C.G.S. Chap. 160D-702, the Town has adopted comprehensive zoning regulations and has codified the same within the Unified Development Ordinance, Part II of the Town Code, adopted pursuant to N.C.G.S. § 160D-103, which allows the Town to combine certain land development ordinances into a unified ordinance;

WHEREAS, Section 2.4.4.3 of the Unified Development Ordinance provides that the powers and duties of the Planning Board include developing and recommending policies, ordinances, development regulations, administrative procedures, and other means for carrying out plans in a coordinated and efficient manner;

WHEREAS, Section 3.5.1. of the Town Code makes clear that a zoning ordinance text amendment may be initiated by motion of the Board of Commissioners, by motion of the Planning Board, or by application by any person within the zoning jurisdiction of the Town;

WHEREAS, a text amendment request has been initiated by the Planning Board to clarify certain provisions of Article 11, Part III, Flood Damage Prevention Ordinance, to ensure consistency in elevation standards and to maintain a minimum of one foot of freeboard throughout the Town, in accordance with the Community Rating System requirements; and

ARTICLE II. Construction.

For purposes of this ordinance amendment, underlined words (underline) shall be considered as additions to existing Town Code language and strikethrough words (~~strikethrough~~) shall be considered deletions to existing language. Any portions of the adopted Town Code which are not repeated herein but are instead replaced by an ellipsis (“...”) shall remain as they currently exist within the Town Code.

ARTICLE III. Amendment of the Unified Development Ordinance.

PART I. That **Section 11.42, Flood Damage Prevention**, General Provisions be amended as follows:

Article II, Part III. Flood Damage Prevention:

11.42.3. Establishment of a Local Elevation Standard (LES)

The Local Elevation Standard means a locally adopted elevation level used as the Regulatory Flood Protection Elevation (RFPE) to mitigate flood hazards in the Shaded X, X, AE, AO, VE, as depicted on the FIRMs for Nags Head. These areas

may be vulnerable to flooding from storm surge, wind-driven tides, and excessive rainfall. Many of these areas have repetitively flooded and continue to remain at risk to flooding. Therefore, an elevation standard and other floodplain development standards are needed to meet the objectives of this Section as identified in 11.41.4.

11.42.3.1. In Nags Head the RFPE is as defined as:

11.42.3.1.1. Coastal High Hazard Areas (CHHA)- Properties located to the east of NC 12 and SR 1243 are located in an active oceanfront environment that is vulnerable to storm surge, erosion, sea level rise, and other hazards. These areas have special flood hazards associated with high velocity waters from storm surges or seismic activity, and, therefore, the RFPE is 12 feet NAVD 1988, or the Base Flood Elevation (BFE) as designated on the effective FIRM plus one (1) foot of freeboard, whichever is greater.

Within the Village of Nags Head, as defined in Article 9 of the UDO, only parcels with direct frontage on the Atlantic Ocean/ocean beach and those areas designated on the effective FIRM as Zone VE shall be considered a Coastal High Hazard Area (CHHA).

11.42.3.1.2. Properties west of NC 12 and SR 1243- The RFPE for properties located west of NC 12 and SR 1243 and in flood zones Shaded X, X, or AE, is 9 feet NAVD 1988, or the Base Flood Elevation (BFE) as designated on the effective FIRM plus one (1) foot of freeboard, whichever is greater. This includes properties abutting US 64, also known as the Causeway.

11.42.3.1.3 AO Zones- The RFPE for properties located in the AO zone is 12 feet NAVD or the depth as designated on the effective FIRM plus one (1) foot of freeboard, whichever is greater.

PART II.

Appendix A. – Definitions

Coastal high hazard area means a Special Flood Hazard Area extending from offshore to the inland limit of a primary frontal dune along an open coast and any other area subject to high velocity wave action from storms or seismic sources. The area is designated on a FIRM, or other adopted flood map as determined in Article 11, Part III, Flood Damage Prevention, as Zone VE, or any property east of NC 12 and SR 1243, except within the Village of Nags Head, as defined in Article 9 of the UDO. Within the Village of Nags Head, only parcels with direct frontage on the Atlantic Ocean/ocean beach and those areas designated on the effective FIRM as Zone VE shall be considered a Coastal High Hazard Area (CHHA).

Development means any of the following:

- a. The construction, erection, alteration, enlargement, renovation, substantial repair, movement to another site, or demolition of any structure.
- b. The excavation, grading, filling, clearing, or alteration of land.
- c. The subdivision of land as defined in G.S. 160D-802.

- d. The initiation or substantial change in the use of land or the intensity of the use of land.
- e. For the purposes of Article 11, Part III, Flood Damage Prevention, any man-made change to improved or unimproved real estate, including, but not limited to, buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations, or storage of equipment or materials.

Existing manufactured home park or manufactured home subdivision means a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, either final site grading or the pouring of concrete pads, and the construction of streets) was completed before the effective date of the floodplain management regulations adopted by Nags Head dated, February 3, 1975 (for the purposes of Article 11, Part III, Flood Damage Prevention).

Reference level is:

- (1) The reference level is the bottom of the lowest floor or the bottom of the lowest attendant utility including ductwork, whichever is lower, with only flood resistant materials located below the reference level west of NC 12 and SR 1243.
- (2) The reference level is the bottom of the lowest horizontal structural member of the lowest floor for structures in AO Zones and Coastal High Hazard Areas (CHHA) east of NC 12 and SR 1243.

Regulatory flood protection elevation means the Local Elevation Standard (LES). The Local Elevation Standard is a locally adopted elevation level used as the Regulatory Flood Protection Elevation (RFPE) to mitigate flood hazards in the Shaded X, X, AE, AO, VE, as depicted on the FIRMs for Nags Head. These areas may be vulnerable to flooding from storm surge, wind-driven tides, and excessive rainfall. Many of these areas have repetitively flooded and continue to remain at risk to flooding.

Coastal High Hazard Areas (CHHA) - Properties located to the east of NC 12 and SR 1243 are located in an active oceanfront environment that is vulnerable to storm surge, erosion, sea level rise, and other hazards. These areas have special flood hazards associated with high velocity waters from storm surges or seismic activity. and, therefore, the RFPE is 12 feet NAVD 1988. Properties located to the east of NC 12 and SR 1243 and those areas designated on the effective FIRM as Zone VE shall be considered a Coastal High Hazard Area (CHHA) with a Regulatory Flood Protection Elevation (RFPE) of 12 feet NAVD 1988, or the Base Flood Elevation (BFE) as designated on the effective FIRM plus one (1) foot of freeboard, whichever is greater.

Within the Village of Nags Head, as defined in Article 9 of the UDO, only parcels with direct frontage on the Atlantic Ocean/ocean beach and those areas designated on the effective FIRM as zone VE shall be considered a Coastal High Hazard Area. with an RFPE of 12.

Properties within the Village of Nags Head that are east of NC 12 and SR 1243 but do not have direct frontage on the Atlantic Ocean or ocean beach and are not located within areas designated as Zone VE on the effective FIRM, are not

considered Coastal High Hazard Areas (CHHAs). For these properties, the Regulatory Flood Protection Elevation (RFPE) shall be 9 feet NAVD 1988, or the Base Flood Elevation (BFE) as shown on the effective FIRM plus one (1) foot of freeboard, whichever is greater.

Properties west of NC 12 and SR 1243 - The RFPE for properties located west of NC 12 and SR 1243 and in flood zones Shaded X, X, or AE, is 9 feet NAVD 1988 or the Base Flood Elevation as designated on the effective FIRM plus one (1) foot of freeboard, whichever is greater. This includes properties abutting US 64, also known as the Causeway.

AO Zones - The Regulatory Flood Protection Elevation (RFPE) for properties located in the AO Zone is 12 feet NAVD 1988 or the depth as designated on the effective FIRM plus one (1) foot of freeboard, whichever is greater.

PART III. All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed. This ordinance shall be in full force and effect from and after the ____ day of ____, 2025.

Benjamin Cahoon, Mayor

ATTEST:

Town Clerk

APPROVED AS TO FORM:

Town Attorney

Date adopted: _____

Motion to adopt by Commissioner _____

Motion seconded by Commissioner _____

Vote: _____ AYES _____ NAYS



BOC ACTIONS
WEDNESDAY, OCTOBER 1, 2025

1. Call to order - Mayor Cahoon called the meeting to order at 09:00 a.m. A moment of silence was followed by the Pledge of Allegiance.
2. Agenda – The Board approved the October 1st agenda as presented. Comr. Sanders was not present and excused.
3. Recognition – NEW EMPLOYEE – Deputy Police Chief Chris Montgomery introduced Police Officer Ben McSparren who was welcomed by the Board to Town employment.

TEN YEARS – Deputy Police Chief Chris Montgomery introduced Sergeant Ben Jadoff who was recognized for ten years of service.

TWENTY YEARS – Fire Chief Randy Wells introduced Lieutenant Steven Anderson who was recognized for twenty years of service.

TWENTY YEARS – Fire Chief Randy Wells introduced Captain Chris Day who was recognized for twenty years of service.

TWENTY YEARS – Fire Chief Randy Wells introduced Captain Wayne Kidd who was recognized for twenty years of service.

TWENTY YEARS – Fire Chief Randy Wells introduced Captain Phil Wolfe who was recognized for twenty years of service.
4. Proclamation – Deputy Fire Chief Shane Hite introduced the proclamation for the upcoming Fire Prevention Week. The theme is *Charge into Fire Safety: Lithium-Ion Batteries in Your Home*. The Board adopted the proclamation proclaiming Oct 5 – 11, 2025 as Fire Prevention Week. Everyone was invited to the Open House scheduled for Oct 9th starting at 5:30 p.m. at Douglas Remaley Fire Station #16.
5. Public Comment – There was no one present who wished to speak during Public Comment.
6. Consent Agenda – The Consent Agenda was approved as presented and consisted of the following:
 - Consideration of Tax Documents
 - Approval of Minutes
 - Consideration of Capital Project Ordinance Updates
 - Request for Public Hearing for Proposed Text amendments to the Unified Development Ordinance Related to the Town's Crowd Gathering Permit Process
7. Public Hearing – to consider a text amendment to the Unified Development Ordinance, mandated by changes to state law, requiring local governments to reduce the minimum width of a parking spaces. The Board unanimously approved the ordinance as presented.

- 8.** Planning Director – Planning Director Kelly Wyatt summarized her monthly report and was thanked by the Board for her efforts.
- 9.** Planning Director – Planning Director Kelly Wyatt updated the Board on the Division of Water Infrastructure (DWI) Zero-Interest Septic Loan Program summarizing the Scope of Work package due to DWI today.
- 10.** Planning Director – Planning Director Kelly Wyatt presented the results of the Dowdy Farmer's Market Vendor Survey and outlined next steps, including an After Action Session with vendors and the Committee for Arts & Culture, to the Board.
- 11.** Planning Director – Deputy Planning Director Joe Costello updated the Board on the Estuarine Shoreline Management Plan which including the areas of Villa Dunes Dr, Nags Head Woods Preserve, W Soundside Rd, and the Harvey site and Soundside Event site.
- 12.** Planning Director – Deputy Planning Director Joe Costello updated the Board on the Commercial Outdoor Recreation Overlay District and Boardwalk planning efforts. The Board recommended a joint workshop with the Planning Board soon to provide an opportunity for additional feedback.
- 13.** RECESS/RECONVENE - The Board took a brief recess at 10:05 a.m. and reconvened at 10:13 a.m.
- 14.** Beach Nourishment – Engineer David Ryan introduced Beth Sciaudone, Ph.D., PE of Moffatt & Nichol who provided a summary of the summer beach monitoring survey results and information regarding the 2026 or 2027 Beach Nourishment Project.
- 15.** Committee Reports
 - Comr. Lambert – reported on the Government Education Access Channel meeting. They approved two LPDI grants, including one awarded to the Town of Nags Head for a short film. She also acknowledged Planning Director Wyatt's update on the Septic Health Advisory committee which will meet again October 13th.
 - Mayor Pro Tem Siers – noted that the Tourism Board projects, including the Boardwalk and Estuarine Shoreline, had been discussed earlier in the meeting, and that he will cover the Housing Task Force under his agenda.
- 16.** Town Manager – Human Resources Director Jan Mielke presented an update on the upcoming Classification and Compensation Study which will kick off this fall.
- 17.** Mayor Pro Tem Siers – The Board appointed Town Manager Garman as the Town of Nags Head representative to serve on the Dare Housing Foundation Board. It was the consensus of the Board to have staff draft and send a letter of support to Tess Judge, Division 1 Representative on the NC Board of Transportation, requesting completion of a corridor study to consider safety improvements to Highway 158, including possible addition of medians, and conversion of the roadway to a boulevard cross section as outlined in the Dare County Comprehensive Transportation Plan.

- 18.** Mayor Cahoon – It was the consensus of the Board to have staff draft and send a letter of support to the Dare County Tourism Board on behalf of the Community Care Clinic for its grant application, with funds to be used for building improvements.
- 19.** Adjournment - The Board passed a motion to recess to the ribbon cutting at the Ocean Rescue Housing Project at 425 W Health Center Dr. The time was 10:54 a.m.



AGENDA ITEM SUMMARY

Town of Nags Head Planning Board

REGULAR SESSION: October 21, 2025

AGENDA ITEM H.1.

Planning & Development Director's Report, October 1st, 2025

Prepared by

Lily Nieberding, Permitting Coordinator

Reviewed by

Lily Nieberding

Lily Nieberding

Staff Comments/Recommendation

Please find attached a monthly update from Planning Director Kelly Wyatt

Specific Action Requested

This item is provided for Board information and update

Summary

This memo provides an overview of selected Planning and Development Department activities, projects, and initiatives. If requested, staff will be prepared to discuss any of this information in detail at the Board of Commissioners meeting on Wednesday, October 1, 2025.

Monthly Activity Report

Attached for the Board's review is the Planning and Development Monthly Report for August 2025. In addition to permitting, inspections, code enforcement, and Todd D. Krafft Septic Health Initiative activities, staff were involved in the following meetings or activities of note during the month of September:

- Tuesday, September 2nd — Technical Review Committee Meeting
- Wednesday, September 3rd — Board of Commissioners Meeting
- Wednesday, September 10th — Committee for Arts and Culture Meeting
- Thursday, September 11th — Board of Adjustment Meeting (no hearings at this time)
- Tuesday, September 16th — Planning Board Meeting
- Wednesday, September 17th — Board of Commissioners mid-month (if scheduled)
- Summer Concert Series — September 3rd, 10th, and 18th

Planning Board — Pending Applications and Discussions

The Planning Board's most recent meeting was held on Tuesday, September 16th, 2025. The following items were on the agenda:

- Consideration of text amendments to the Unified Development Ordinance regarding updates to the Town's Crowd Gathering Permit process. The Planning Board reviewed the proposed amendments and voted unanimously to recommend adoption as presented. This item is included on the Board's October 1, 2025, consent agenda, with a public hearing scheduled for November 5, 2025.
- The Planning Board continued its review of the Commercial Outdoor Recreation Overlay District (CORD),

including an update from the Outer Banks Visitors Bureau on the Soundside Event Site Boardwalk and discussion with property owners on strategies to strengthen and enhance the district. Executive Director of the Outer Banks Visitor's Bureau, Lee Nettles, briefed the Board on the status of the Soundside Event Site Boardwalk. Bryan Wilson, owner of Miller's Restaurant and Outer Banks Adventures Watersports, and Johanna Tucker, Property Manager for Outlets Nags Head, attended and expressed support for efforts to enhance the overlay district and the potential for a future pedestrian boardwalk. Deputy Planning Director Joe Costello will provide a more detailed update on this item at the Board's October 1, 2025 meeting (Item G-5).

- Staff initiated preliminary discussions on the potential to allow multi-family housing in conjunction with existing commercial development. For example, could an existing shopping center add a detached multi-family building or construct second-story residential units to help provide workforce housing? Staff provided background on the Town's current multi-family ordinance for both small- and large-scale developments and shared draft concepts using floor area ratio (FAR) as a way to determine how additional residential units might be accommodated on-site within existing density limits. Staff emphasized that this is the beginning of the conversation and asked Planning Board members to review previous materials in preparation for a more detailed discussion at upcoming meetings. The Planning Board will continue this discussion at its October 21 meeting.

The Planning Board's next meeting is scheduled for Tuesday, October 21, 2025. The agenda is expected to include:

- Consideration of Special Use Permit/Site Plan Amendment submitted by Albemarle & Associates, Ltd. On behalf of Nags Head Church for expansion of the parking lot. The property is zoned R-2, Medium Density Residential and is located at 105 W. Soundside Road, Nags Head.
- Consideration of Site Plan Amendment submitted by Albemarle & Associates, Ltd. On behalf of Golasa Holdings and Outer Banks Sports Club for expansion of the fitness gym to include a new two-story addition, outdoor gym area, and tennis court. The property is zoned C-2, General Commercial and is located at 2423 S. Croatan Highway, Nags Head.
- Consideration of Site Plan Amendment submitted by Albemarle & Associates, Ltd. On behalf of Coastal Bluewater Capital, LLC and TW's Outdoor Outfitters for expansion of storage space between the existing retail store and the existing storage building. The property is zoned C-2, General Commercial and is located at 2230 S. Croatan Highway, Nags Head.
- Consideration of text amendments to the Unified Development Ordinance and Flood Damage Prevention Ordinance to revise and clarify the Town's elevation standards and required freeboard.
- The Board will also continue its review of the Commercial Outdoor Recreation Overlay District. Next steps include working with the Planning Board to refine potential text amendments that would provide greater flexibility within the district in alignment with the Comprehensive Plan, as well as continued evaluation of a potential soundside boardwalk extending the Outer Banks Visitors Bureau's existing boardwalk south toward the Outlets Nags Head.

Board of Adjustment – Recent and Pending Applications

There were no items for the Board of Adjustments' consideration in September 2025.

Additional Updates

- DWMP/Septic Health Advisory Committee — The next quarterly meeting of the Septic Health Advisory Committee is scheduled for October 13, 2025. Planning staff are finalizing the Town's proposed project

scope for administering the no-interest septic repair loan program and will submit the required documentation to the Division of Water Infrastructure by October 1, 2025.

To prepare local contractors for participation in the program, staff have scheduled a workshop for Thursday, October 2, 2025, from 5:30–6:30 p.m. in the Board Room. The session will review funding requirements, including Davis-Bacon prevailing wage rates and American Iron and Steel provisions, and outline the paperwork and documentation needed for compliance.

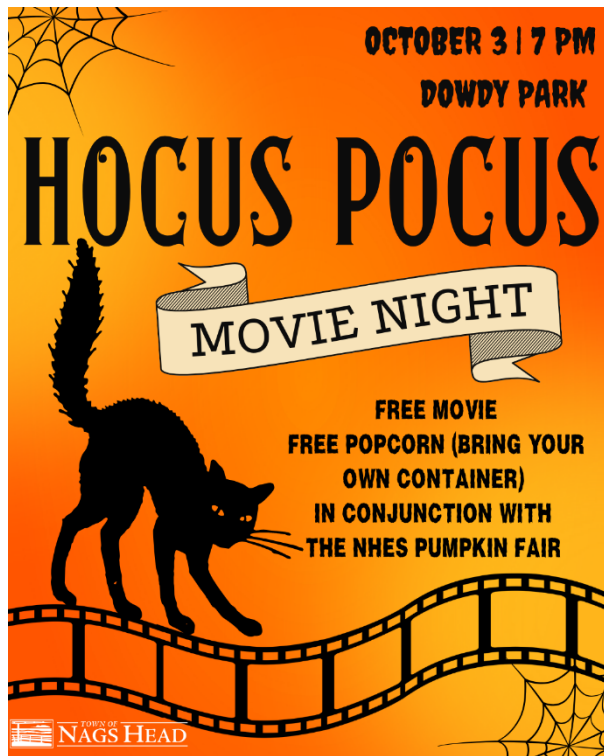
The Planning Department is also hosting an intern from UNC’s Outer Banks Field Site Program. Isabelle Pala, a rising junior majoring in Environmental Studies and Public Policy, is assisting weekly through mid-November with initiatives supporting the Septic Health Program and water quality monitoring.

- Estuarine Shoreline Management Plan — Deputy Planning Director Joe Costello will provide an update to the Board of Commissioners on the current status of the Estuarine Shoreline Management Plan, including key outcomes and highlights from the Harvey Sound Access Living Shoreline kickoff meeting, as well as updates shared with the Dare County Tourism Board. (Item G-4)
- Sand Relocation and Dune Management Cost Share Program – Staff are preparing for the upcoming Sand Relocation season which will begin on November 17th, 2025. We will begin accepting applications for sand relocation on November 1st for review purposes only. An educational presentation and Q&A session will be provided on Monday, October 13th for all equipment operators, property owners, and other interested parties wishing to participate in the sand relocation and dune management cost share program this year.
- Dowdy Park Events/Farmers Market/Holiday Markets/Art & Culture — The Committee for Art and Culture met on September 10th, 2025. Event Coordinator, Paige Griffin shared several updates:
 - Art Mast Project: The art panels have been removed for the season. The four original art panels are showing some wear and will be replaced next season, with two new masts to be created by local artists Noah Snyder and Brent Nultemeier.
 - Farmers Market: A survey was distributed to both regular and rotating Farmers Market vendors. Results are being presented to the Board of Commissioners at this meeting, and an after-action session will be held with vendors to review findings and encourage additional discussion.
 - Holiday Markets & Tree Lighting: Planning is underway for the 2025 Holiday Markets, with some exciting new features planned to refresh the annual Tree Lighting on Saturday, November 29. Holiday Markets will take place Saturdays from 9 a.m. to noon on November 8, November 29, and December 13. Vendor applications will open online for a limited window on Wednesday, October 15, from 8 to 10 a.m., with details available on the Town’s website.
 - New Ideas: The Outer Banks Women’s Club proposed installing a Free Little Art Gallery (FLAG) at Dowdy Park; the Committee expressed strong support for the concept.
 - Ongoing & Upcoming Events: Tuesday Morning Yoga continues through October 28, and a free Movie in the Park featuring Hocus Pocus is scheduled for Friday, October 3, in partnership with the Nags Head Elementary Pumpkin Fair.

Upcoming Meetings and Other Dates

- Wednesday, October 1st — Board of Commissioners Meeting
- Thursday, October 2nd — Septic Repair Contractor Workshop, 5:30–6:30pm in Board Room
- Friday, October 3rd - Movie in the Park, Hocus Pocus at 7pm

- Tuesday, October 7th — Technical Review Committee Meeting
- Thursday, October 9th — Board of Adjustment Meeting (no hearings at this time)
- Monday, October 13th — Septic Health Advisory Committee (SHAC) Meeting
- Monday, October 13th — Sand Relocation Contractor Workshop, 5:30–6:30pm in Board Room
- Wednesday, October 15th — Board of Commissioners Mid-Month (if scheduled)
- Tuesday, October 21st — Planning Board Meeting



Attachments

1. 10 G1 Planning Monthly Report

**TOWN OF NAGS HEAD PLANNING AND DEVELOPMENT
MONTHLY REPORT
AUGUST 2025**

DATE SUBMITTED: September 7, 2025

	Aug-25	Aug-24	Jul-25	2025-2026 FISCAL YTD	2024-2025 FISCAL YTD	FISCAL YEAR INCREASE/ DECREASE
BUILDING PERMITS ISSUED - RESIDENTIAL						
New Single Family	0	1	2	2	4	(2)
New Single Family, 3000 sf or >	0	2	1	1	3	(2)
Duplex - New	0	0	0	0	0	0
Sub Total - New Residential	0	3	3	3	7	(4)
Miscellaneous (Total)	18	32	21	39	53	(14)
<i>Accessory Structure</i>	0	4	3	3	7	(4)
<i>Addition</i>	0	2	0	0	2	(2)
<i>Demolition</i>	0	0	0	0	0	0
<i>Move</i>	0	0	0	0	0	0
<i>Remodel</i>	7	7	5	12	12	0
<i>Repair</i>	11	19	13	24	32	(8)
Total Residential	18	35	24	42	60	(18)
BUILDING PERMITS ISSUED - COMMERCIAL						
Multi-Family - New	0	0	0	0	0	0
Motel/Hotel - New	0	0	0	0	0	0
Business/Govt/Other - New	0	0	0	0	0	0
Subtotal - New Commercial	0	0	0	0	0	0
Miscellaneous (Total)	8	3	6	14	10	4
<i>Accessory Structure</i>	6	1	2	8	2	6
<i>Addition</i>	1	0	0	1	0	1
<i>Demolition</i>	0	0	0	0	0	0
<i>Move</i>	0	0	0	0	0	0
<i>Remodel</i>	1	2	2	3	3	0
<i>Repair</i>	0	0	2	2	5	(3)
Total Commercial	8	3	6	14	10	4
Grand Total	26	38	30	56	70	(14)
SUB-CONTRACTOR PERMITS						
Electrical	32	54	50	82	115	(33)
Gas	2	2	6	8	4	4
Mechanical	19	36	49	68	81	(13)
Plumbing	2	12	6	8	14	(6)
Fire Sprinkler	1	0	1	2	0	2
VALUE						
New Single Family	\$0	\$400,000	\$1,175,000	\$1,175,000	\$2,034,157	(\$859,157)
New Single Family, 3000 sf or >	\$0	\$1,998,000	\$1,000,000	\$1,000,000	\$2,998,000	(\$1,998,000)
Duplex - New	\$0	\$0	\$0	\$0	\$0	\$0
Misc (Total Residential)	\$540,123	\$1,013,209	\$442,930	\$983,053	\$1,804,441	(\$821,388)
Sub Total Residential	\$540,123	\$3,411,209	\$2,617,930	\$3,158,053	\$6,836,598	(\$3,678,545)
Multi-Family - New	\$0	\$0	\$0	\$0	\$0	\$0
Motel/Hotel - New	\$0	\$0	\$0	\$0	\$0	\$0
Business/Govt/Other - New	\$0	\$0	\$0	\$0	\$0	\$0
Misc (Total Commercial)	\$120,854	\$47,211	\$2,410,692	\$2,531,546	\$243,748	\$2,287,798
Sub Total Commercial	\$120,854	\$47,211	\$2,410,692	\$2,531,546	\$243,748	\$2,287,798
Grand Total	\$660,977	\$3,458,420	\$5,028,622	\$5,689,599	\$7,080,346	(\$1,390,747)

**TOWN OF NAGS HEAD PLANNING AND DEVELOPMENT
MONTHLY REPORT
AUGUST 2025**

DATE SUBMITTED: September 7, 2025

	Aug-25	Aug-24	Jul-25	2025-2026 FISCAL YTD	2024-2025 FISCAL YTD	FISCAL YEAR INCREASE/ DECREASE
ZONING						
Zoning Permits	27	42	36	63	77	(14)
Soil & Erosion	0	3	1	1	8	N/A
Stormwater Plans	0	3	0	0	4	N/A
CAMA						
CAMA LPO Permits	2	0	2	4	6	(2)
CAMA LPO Exemptions	13	5	3	16	1	0
Sand Relocations						N/A
CODE COMPLIANCE						
Cases Investigated	12	31	25	37	73	(36)
Warnings	2	3	4	6	5	1
NOVs Issued	10	27	21	31	67	(36)
Civil Citations (#)	0	0	0	0	0	0
Civil Citations (\$)	\$0	\$0	\$0	\$0	\$0	\$0
SEPTIC HEALTH						
Tanks inspected	8	7	11	19	15	4
Tanks pumped	5	8	16	21	14	7
Water quality sites tested	42	21	42	84	67	17
Personnel Hours in Training/School	73	18	12	85	57	28


Kelly Wyatt, Planning Director