



AGENDA

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

TUESDAY, JANUARY 20, 2026; 9:00 AM

REGULAR SESSION

A. CALL TO ORDER

B. APPROVAL OF AGENDA

C. PUBLIC COMMENT/AUDIENCE RESPONSE

D. APPROVAL OF MINUTES

1. December 16th, 2025

E. ACTION ITEMS

1. Special Use Permit/Site Plan Review submitted by Albemarle & Associates, Ltd on behalf of Coastal Bluewater Capital, LLC and TW's Bait and Tackle for construction of two buildings to accommodate retail, art gallery, and associated accessory storage spaces. The property is zoned C-2, General Commercial and is located 2230 S. Croatan Highway, Nags Head.
2. Consideration of a text amendment submitted by Albemarle & Associates, Ltd. On behalf of Dare County to amend the lighting levels allowed for publicly owned and publicly accessible pickleball courts.

F. REPORT ON BOARD OF COMMISSIONERS ACTIONS

1. January 7th, 2026

G. TOWN UPDATES - AS REQUESTED

H. DISCUSSION ITEMS

1. Planning & Development Directors Report, January 7th, 2026.
2. Discussion and acceptance of 2026 Submittal Calendar.

I. PLANNING BOARD MEMBERS' AGENDA

J. PLANNING BOARD CHAIRMAN'S AGENDA

K. ADJOURNMENT

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

The Planning Board of the Town of Nags Head met on Tuesday, December 16th, 2025, in the Board Room at the Nags Head Municipal Complex.

Acting Chair Meade Gwinn called the meeting to order at 9:00 a.m. as a quorum was present and took a moment to introduce and welcome two new members: Beverly Head and Valerie Netsch.

Members Present

Meade Gwinn, David Elder, David Thompson, Basil Belsches, Brad Carey, Beverly Head, Valerie Netsch

Members Absent

None

Others Present

Kelly Wyatt, Joe Costello, Lily Nieberding

Approval of Agenda

Acting Chair Gwinn called for a motion to approve the agenda. David Elder moved to approve the agenda as presented, David Thompson seconded, and the motion passed by unanimous vote.

Public Comment/Audience Response

None

Approval of Minutes

Acting Chair Gwinn asked for a motion to approve the minutes of the November 18th, 2025, meeting. David Elder moved to approve the minutes as presented; David Thompson seconded, and the motion passed unanimously.

Action Items

Sketch Plan Review submitted by Albemarle & Associates, Ltd on behalf of Coastal Bluewater Capital, LLC for construction of two buildings to accommodate retail and accessory storage uses. The property is zoned C-2, General Commercial and is located at 2230 S. Croatan Highway, Nags Head.

Planning Director Kelly Wyatt began her presentation by explaining she would project the site plan on screen while walking through the staff report. She noted this was one of two sketch plans to be reviewed that morning.

Ms. Wyatt oriented the board members to the site, pointing out that Highway 158 was on one side of the screen and Satterfield Landing on the other. She identified the existing TW's retail structure and

the existing TW's storage building. She reminded the board that just two months prior, they had heard a request to construct a structure between the storage and principal buildings for storage purposes noting that the applicants are now proposing to convert that to retail.

The second major element of the proposal is construction of a new 6,750 square foot detached building divided into two units. Unit 1, the westernmost unit, would consist of 2,500 square feet of retail space and 1,000 square feet of accessory storage. Unit 2 would consist of 3,250 square feet of storage only, with no retail component. Ms. Wyatt noted that the two buildings are proposed to be connected via a covered walkway.

Additionally, the plan includes construction of a new 3,000 square foot detached building consisting of 2,000 square feet of retail and 1,000 square feet of accessory storage.

Ms. Wyatt emphasized that the property had recently been combined from two lots into one, as required by previous Site Plan approval.

Because of multiple buildings on one property, Ms. Wyatt explained this would be considered a "group development" under the UDO, which she defined as "a group of buildings on a single site which are occupied and used for professional offices, retail, personal services, indoor recreation, and restaurant". She stressed that the storage shown would have to be accessory to the retail use.

Regarding the sketch plan process, Ms. Wyatt explained its purpose noting that per the UDO it is required for all new development in cases where the new construction or addition has a total habitable area that is 5,000 square feet or greater.

Ms. Wyatt then detailed the zoning compliance review.

- The use is permitted in the C-2 district. The property is in an X flood zone but will need to meet the local elevation standard of 9 feet.
- Maximum lot coverage in C-2 is 55%, and the project comes in at 53.4%, making it compliant.
- Building height is a maximum of 35 feet, and when reviewing the architectural elevations, it appears to be exactly 35 feet.
- Landscaping requirements, including buffering where parking areas adjoin street rights-of-way, a 25-foot commercial transitional protective yard adjacent to residential uses to the south, and requirements for three rows of plantings. Interior parking lot landscaping will also be required, though not shown at this sketch plan phase.

For the preservation and landscaping standard, Ms. Wyatt explained that commercial projects must either preserve 10% of existing mature vegetation on-site or replant 15% of the lot area if land disturbance has already occurred. She believed the site had already been cleared, so fresh landscaping will likely be required.

- Regarding parking, Ms. Wyatt noted the site plan referenced a reduction for bicycle racks but there was a discrepancy in the numbers that would need to be corrected. She confirmed that 20% of parking surfaces would need to be permeable materials, which appeared to be met with the new parking design.
- As far as signage, though not required at this phase, Ms. Wyatt included information for awareness since they didn't yet know what the retail spaces would be. She explained the different signage allowances based on road frontage - more signage facing Highway 158 versus a two-lane road like Satterfield Landing.

- For architectural design standards, Ms. Wyatt explained that the existing TW's structure was built under previous regulations requiring 100 design points. The recently approved storage addition maintained those 100 points. However, the two new structures would need to comply with current standards, either achieving 150 design points or complying with all standards in Division 2 of the commercial design code. She noted the plans showed roof articulations, residential-style windows, covered porch elements, rafter tails, and gable brackets, indicating awareness of architectural requirements.

Ms. Wyatt then summarized the technical department reviews: Building inspection will wait for full plans; Town Engineer wanted vehicle padding exhibits for emergency access, loading berth compliance, stormwater calculations for the 4.3-inch rainfall event, NCDEQ permits, proper culverts for the driveway cuts on Satterfield Landing, and sediment/erosion control plans. Public Services confirmed the dumpster location was compliant with front-load vehicles. Fire department needed fire lane markings shown, and police had no concerns at this time.

John DeLucia from Albemarle and Associates then addressed the board. He explained that the building approved last month as storage would be converted to retail. The reason for the previous approval was to get the foundation and shell started before spring season. Mr. DeLucia outlined the development timeline, saying parking lots would likely go in next year with buildings following later. He clarified the uses: the connecting building would become retail, eliminating the previously shown loading zone and avoiding disturbance to existing turnstone parking. The existing building would remain storage for TW's, as would one unit in the new building, with a garage door and loading zone for deliveries. An overhead door would be added to the existing building to facilitate the connection. Addressing the bicycle rack issue Ms. Wyatt raised, Mr. DeLucia acknowledged they couldn't have four racks as shown, only three as currently approved. He believed the westernmost building would likely be an art gallery, though he showed it as retail since retail parking standards are more stringent (1 per 250 square feet versus 1 per 350 for galleries). If it remains retail and parking is tight, they could adjust by adding 250 square feet to storage and reducing retail by the same amount. Regarding pedestrian connectivity, Mr. DeLucia mentioned discussions with the owner about potentially asking the Town to allow sidewalk installation on Satterfield Landing. He explained the existing stormwater pond was state-approved with complex underground systems that would be difficult to relocate. He also assured the Board that existing Leland Cypress trees and landscaping wouldn't be disturbed.

Mr. Gwinn asked about previously discussed on-site workforce housing, Mr. DeLucia responded that they would have loved to do employee housing, but they didn't have enough parking or sewage capacity. He detailed the septic system locations, with existing buildings using tanks and drain fields in one area, while new buildings would have separate systems handling about 400-450 gallons per day.

Mr. Elder asked about the dumpster location, which Mr. DeLucia said would be relocated and shared by all buildings, easier to access than in the previously approved plan.

During board discussion, Mr. Elder expressed several concerns. He questioned how a facility of this size with significant storage would function, particularly regarding online sales and parking standards for storage space, noting the total was about 14,000 square feet.

Mr. Elder also raised concerns about signage, noting the existing signage policy was accurate for when it was written, but is no longer accurate due to changing lighting technology. He observed that the current site has "a lot of signage on the building" lit in various methods that seemingly diverge from what the understanding of our policy is for signage.

He worried about the flow of the site and noted that it created "a lot of questions in my mind that aren't satisfied by what I see here to see how it is going to work other than as a very, very large retail space."

Mr. Thompson responded to Mr. Elder's concerns, acknowledging it was a large project but expressing confidence that TW's "does a great job of maintaining their facilities and the grounds, there's not clutter, there's no weeds and things growing. It looks good." He believes the property will be maintained similarly.

When Meade Gwinn asked about internal access between units 1 and 2, Mr. DeLucia clarified that there wasn't planned access as they intended to have two rental spaces for other businesses, with TW's remaining the anchor tenant out front.

Mr. Belsches commented this was his first sketch plan review and felt it provided "a roadmap to the applicant of what they're going to have to work on in their final product." Mr. Belsches believed the questions raised in the staff report were what needed to be answered and felt that they were on the right path.

Mr. Carey noted that while he thought it was a good use of space, the only improvement needed was having a pedestrian right of way/path to connect the areas so people wouldn't need to drive between parking lots. Ms. Wyatt acknowledged this had been recognized internally as well as by the property owner.

Ms. Wyatt agreed this was the purpose of sketch plan review - not to have all answers but to identify issues early.

Mr. Thompson commented positively on the aesthetics: "Architecturally speaking, I think great care has been given to the aesthetics of the project. And I think it will ultimately look good."

Ms. Netsch agreed, noting that the applicant had already taken steps towards making it meet all the architectural standards.

As no formal action is required for sketch plan review, Ms. Wyatt confirmed they just needed acknowledgement that the applicant understood the path forward and would bring it back when ready.

Sketch Plan Review submitted by Michael Robinson, P.E. on behalf of Tar Heel Motel of OBX, LLC to construct a two-story, 26-guest room, hotel. The property is zoned C-2, General Commercial and is included within the Hotel Overlay District and is located at 7001 S. Croatan Highway, Nags Head.

Kelly Wyatt introduced the second sketch plan of the morning, submitted by Michael Robinson on behalf of Tar Heel Motel OBX LLC. The project scope includes construction of a two-story, 26-unit hotel with parking below and associated site improvements. Ms. Wyatt detailed the project elements while displaying the site plan: construction of the hotel with parking below, a swimming pool, a pool house with restrooms, a dog run, and other site amenities. She explained this was actually two properties and includes the existing Tar Heel Motel adjacent to South Virginia Dare Trail, which had its own site with a pool and noted that they applicant is proposing to remove the existing pool to rework septic for the entire project, combining septic systems for both existing and proposed structures, then relocating the pool to a new location.

Ms. Wyatt stated the existing motel has many nonconformities as it was developed prior to current zoning but emphasized that nonconformities can exist as long as they're not increased, and this application wouldn't increase any nonconformities. In addition, access would be retained from Virginia Dare Trail using the existing entrance and exit, with the drive aisle flowing onto the proposed property and connecting at East Glidden Street. Ms. Wyatt appreciated that no new cut is proposed onto Highway 158.

Mr. Thompson asked for clarification about access between the existing and new buildings, specifically about the fire lane and concrete paving shown between them and whether the new section would have beach road access. Ms. Wyatt confirmed the circulation would flow through and connect to Glidden Street.

Acting Chair Gwinn asked about height calculations, confirming that the 42.8 feet would begin at the 9-foot local elevation standard, not at existing grade. Ms. Wyatt explained that height would be taken from the LES/RFPE so as to not penalize someone for elevating to meet flood standards.

Mike Robinson, project engineer, introduced himself and outlined the project. Mr. Robinson confirmed that it had been reviewed by the Army Corps of Engineers and there were no issues. Significant hydro work, including geological studies and slug testing, showed good soil permeability. Addressing parking, Robinson mentioned it's easily resolved with ample site space.

Mr. Carey asked about timeline and Mr. Robinson estimated being permit-ready in 6 to 12 months, with around a year for construction.

Mr. Thompson praised the architectural efforts. Ms. Netsch agreed and inquired about existing motel upgrades. Mr. Robinson confirmed that no upgrades were planned, noting recent repairs.

Mr. Belsches expressed hope that the murals would be preserved and Mr. Robinson confirmed that they would be. Ms. Netsch noted the hotel's unique character, to which Mr. Robinson agreed, acknowledging its contribution to the Town's overall character.

Mr. Elder considered the septic area an opportunity for open space, and he and Mr. Robinson discussed proposed pedestrian access.

Board Members expressed enthusiasm for the project and Ms. Wyatt confirmed that it would follow the same path as TW and will also require a public hearing.

Since this was also a sketch plan requiring no formal action, the board acknowledged the presentation and agreed to move it forward in the process.

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

Ms. Wyatt provided a report on the Board of Commissioners' actions from their December 3rd meeting. Of note:

The Board held a public hearing related to the flood damage prevention ordinance concerning freeboard standards on the oceanfront. The Planning Board had recommended approval, and it was adopted at the December meeting. Ms. Wyatt explained that Deputy Planning Director Joe Costello, who manages the CRS (Community Rating System) program, had provided them with that updated information and the audit is back on track. The Board also held a public hearing for a vested right special use permit site plan amendment for Nags Head Church regarding additional parking spaces

and stormwater management and voted unanimously to approve it. Ms. Wyatt then shared highlights from her monthly director's report to the commissioners. She emphasized the great work of Public Services, Police, Fire, Event Coordinator, Paige Griffin, and various other staff for all their efforts in making the holiday activities, notably the Tree Lighting Ceremony special this year. Lastly, she noted the appointment of the two new members to the Planning Board.

Town Updates

Mr. Elder spoke regarding the group and crowd gathering permit conversation that went before the Board of Commissioners, saying he was very happy with the time, effort and energy put into it, recognizing that Dowdy Park has become a great community space within the Town.

Acting Chair Gwinn reflected on the park as well, noting that Nags Head is unique, it's a strip town, and Dowdy Park is like our town square... It gives charm and a family feel to the town. He complimented Event Coordinator, Paige Griffin for doing "a wonderful job."

Ms. Wyatt commented that in the coming year, Whalebone Park is going to be another park that we want to start dedicating some time and energy to. With the new pavilion and restrooms now open we will be looking at developing some programming for it as well.

Mr. Carey observed that the soundside boardwalk at the Event Site are coming along well and look nice.

Acting Chair Gwinn raised a suggestion someone had made to him about installing a pole with an osprey nest on the dock for observation opportunities, especially for children. He noted there was one near Sugar Creek but no good observation point, except from the restaurant. Ms. Wyatt explained that the current construction was part of the Visitor's Bureau project and wasn't sure if they'd considered an osprey pole and offered to mention the idea to them. Mr. Elder agreed and suggested a webcam for the nest.

Discussion Items

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

This item was covered during the Report on Board of Commissioners Actions.

Planning Board Members' Agenda

Mr. Elder expressed ongoing concerns about e-bikes and electric vehicles on walkways, noting rapid technological advances and difficulties in recording accidents as these aren't classified as motorized vehicles. He differentiated between pedal-assist and throttle-powered vehicles, observing kids using these devices at speed. Mr. Elder suggested considering speed limits and possible prohibitions, especially as they move forward with boardwalk discussions. Mr. Gwinn agreed about the dangers of quiet vehicles, while Mr. Carey noted a 10-mph limit on the beach road multi-use path. Mr. Thompson acknowledged regulatory challenges and Ms. Wyatt stated there have been ongoing discussions with the police with regards to this topic.

Mr. Thompson praised the sketch plan process, which is useful for board familiarization before the approval stages. Ms. Wyatt noted anything over 5,000 sq ft requires a sketch plan, highlighting its early-stage value in identifying challenges. Mr. Elder recalled that early submissions reduce costs of unworkable ideas. Mr. Belsches inquired about chair elections, with Ms. Wyatt explaining that

nominations will take place at the January 20th meeting, with her starting the meeting before a new chair is elected.

Planning Board Chairman's Agenda

None

Adjournment

A motion to adjourn was made by David Elder. The time was 10:37 AM.

Respectfully submitted,
Lily Campos Nieberding



AGENDA ITEM SUMMARY

Town of Nags Head Planning Board

REGULAR SESSION: January 20, 2026

AGENDA ITEM E.1.

Special Use Permit/Site Plan Review submitted by Albemarle & Associates, Ltd on behalf of Coastal Bluewater Capital, LLC and TW's Bait and Tackle for construction of two buildings to accommodate retail, art gallery, and associated accessory storage spaces. The property is zoned C-2, General Commercial and is located 2230 S. Croatan Highway, Nags Head.

Prepared by

Kelly Wyatt, Planning Director

Reviewed by

Kelly Wyatt

Staff Comments/Recommendation

While the proposal is generally consistent with applicable use and development standards, including lot area, height, buffering, and related site design requirements, staff is unable to recommend approval of the request as submitted due to noncompliance with the Town's adopted Commercial Design Standards.

Specific Action Requested

This item is provided for Planning Board review and recommendation.

Summary

General Information

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

Application Type: Special Use Permit/Site Plan Review

Purpose/Request: This Special Use Permit/Site Plan Review includes the following elements:

- Conversion of the recently approved 4,774 square foot storage area (connecting the principal retail building and the existing storage building) into retail. This would result in the building containing 14,024 square feet of retail space and 4,250 square feet of storage space.
- Construction of a new 6,750 square foot detached building, divided into two units. Unit 1 is proposed to consist of 2,500 square feet of retail space and 1,000 square feet of accessory storage space. Unit 2 is proposed to consist of 3,250 square feet of storage, accessory to TW's Bait & Tackle.
- The above two buildings are proposed to be connected via a 12' x 20' covered sidewalk.
- Construction of a new 3,000 square foot detached building consisting of 2,000 square feet of art gallery use and 1,000 square feet of storage, accessory to the art gallery.

Property Location: 2230 S. Croatan Highway, Nags Head. As required by the November 5, 2025, Board of Commissioners approval for the infill storage development, the lot located immediately west of the existing TW's Bait & Tackle has been properly recombined with the subject property.

Existing Land Use: Retail with Accessory Storage (TW's Bait & Tackle).

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

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-3, Commercial Services and is developed commercially (Village Real Estate Rental Management Facility). 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 a Regulatory Flood Protection Elevation (RFPE)/Local Elevation Standard (LES) of 9 feet. The proposed first floor of habitable space must be elevated above the 9-foot RFPE. All the proposed new structures are projected to have a first floor elevation of 11 feet, and are therefore compliant. Under Construction and Final Elevation Certificates 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 Commercial Mixed Use Group Development as a Special use in the C-2, General Commercial Zoning District. Furthermore, Section 7.32 of the UDO, General Provisions, lists the uses that are acceptable within Commercial Mixed Use applications. Retail, accessory storage, and art gallery are noted as permissible uses within Commercial Mixed Use developments.

For informational purposes, Appendix A, Section A.4 (Definitions) defines a Group Development as a group of buildings on a single site that are occupied and used for professional offices, retail, personal services, indoor recreation facilities, and/or restaurant uses. Appendix A.4 also defines General Retail as establishments providing goods directly to the consumer for immediate purchase and removal.

In addition, Appendix A.4 defines an accessory structure or use as one that is incidental and customarily found with the principal use; subordinate to and serving the principal use; subordinate in area, extent, or purpose; and contributing to the needs or convenience of the principal use.

As such, storage areas within the proposed development must function in an accessory capacity to the designated principal use. The applicant has indicated that the proposed storage components will remain incidental and subordinate in extent and purpose, and will function solely to support the principal retail operation.

Lot Coverage: Total allowable lot coverage for this site is 55% of the total lot area. Proposed lot coverage is 54.3% and is therefore 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 both Building A and Building B/C with a maximum overall height of 35 feet. Accordingly, the proposed buildings are compliant with the Town's height requirements. A Height Certificate will be required during construction to verify compliance.

Architecture Design Standards: Section 10.82 of the Unified Development Ordinance (UDO) requires that

Commercial Design Standards apply to all building construction or remodeling projects subject to Special Use Permit or Site Plan review. Under the current UDO, compliance with the commercial design standards may be achieved through one of the following methods:

1. Earning 150 architectural design points in accordance with the Town of Nags Head Residential Design Guidelines; or
2. Demonstrating compliance with Article 10, Part VI, Commercial Design Standards, Division II – Building Design.

The applicant has elected to demonstrate compliance through Division II – Building Design. Staff has completed a detailed architectural review and has documented its findings in a separate attachment titled “TW’s Group Development Architectural Review Notes,” which evaluates the proposal against the applicable design standards. Based on this review, staff finds that the proposed development does not fully comply with the Commercial Design Standards as set forth in Article 10, Part VI, Division II of the Unified Development Ordinance.

Parking: Pursuant to Article 10, Table 10-2, Required Parking by Use, parking requirements for a Group Development are calculated separately for each principal use, based on the standards applicable to each use. Accessory storage does not have an associated parking requirement, as it is considered incidental to and supportive of the principal use, and serves the comfort and convenience of patrons of the principal use. In this case, the principal uses within the proposed group development are retail and art gallery.

While the floor plans do not expressly delineate retail square footage, the proposed site plan indicates that the combined existing and proposed area devoted to retail use totals 16,524 square feet. The required parking standard for general retail is one (1) parking space per 250 square feet of gross floor area, plus one (1) parking space per employee, with a minimum of two (2) employee spaces per retail establishment. Based on this standard, 66 parking spaces are required to serve the retail component of the development.

Required parking for art gallery use is one (1) parking space per 300 square feet of gross floor area open to the public. With 2,000 square feet of art gallery space proposed, seven (7) parking spaces are required. The applicant has indicated that the group development will employ seven (7) employees, resulting in a total minimum parking requirement of 80 spaces.

In January 2023, the property owner received approval through the Special Use Permit process for a reduction of three (3) required parking spaces in exchange for providing three compliant bicycle racks in accordance with Section 10.15.2.5 of the UDO. With this approved reduction applied, the total required parking is 77 spaces. The proposed site plan depicts 79 parking spaces, and therefore, the project is compliant with the Town’s parking requirements.

Buffering/Landscaping: Several sections of the Unified Development Ordinance (UDO) speak to Buffering and Landscaping as it applies throughout this proposed site.

- Section 10.92.6.2 of the Unified Development Ordinance (UDO), Parking and Drive Aisle Setbacks, requires that when off-street parking is located between a building and the street right-of-way, a parking buffer with a minimum width of ten (10) feet be provided between the parking area and the street right-of-way. The submitted site plan depicts a compliant ten (10)-foot-wide buffer along W. Satterfield Landing Road, as shown on Sheet C203.
- Section 10.93.3.2 of the Unified Development Ordinance (UDO), Commercial Transitional Protective Yards, requires enhanced landscaping to be provided and maintained when non-residential land uses abut residential uses or residential zoning districts. Further, Section 10.93.3.2.2 specifies that where a high-impact use abuts a residential zoning district, a buffer strip with a minimum width of twenty-five (25) feet shall be provided along the entire length of the shared property boundary. The required

buffer must consist of three (3) rows of acceptable plant material.

A Group Development is classified as a high-impact use for the purposes of this section. The submitted site plan depicts a compliant twenty-five (25)-foot-wide buffer, inclusive of three rows of plantings, provided along the entire southern property boundary, which abuts property zoned R-2, Medium Density Residential. Therefore, the proposal is compliant with the Commercial Transitional Protective Yard requirements, as shown on Sheet C203.

- Section 10.93.3.7. of the UDO, Interior Parking and 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 660 square feet of vegetation. The applicant has proposed 680 square feet of vegetation and is therefore compliant, shown on Sheet C203).
- Section 10.93.3.8 of the Unified Development Ordinance (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 provide new vegetation in lieu of preservation. Where existing vegetation cannot be preserved, the ordinance requires the planting of a minimum of fifteen (15) percent of the lot's total area.

The subject site has been previously cleared; therefore, preservation of existing natural vegetation is not feasible. Based on the site's total area, a minimum of 7,939 square feet of new vegetation is required. The applicant has proposed approximately 9,000 square feet of new plantings. Therefore, the proposal exceeds the minimum planting requirement and is compliant with Section 10.93.3.8 of the UDO.

Lighting: A lighting plan, including photometric data and fixture specifications, demonstrating compliance with Article 10, Part IV, Outdoor Lighting, of the Unified Development Ordinance (UDO), shall be submitted to and approved by the Town prior to the installation of any new site lighting.

Signage: No new signage is proposed as part of this request. Any future signage shall comply with Section 10.24, Signs Permitted in Commercial Districts, of the Unified Development Ordinance (UDO) and will require separate review, approval, and permit issuance prior to installation.

Water and Sewage Disposal: Prior to the Board of Commissioners taking action on the Special Use Permit / Site Plan Review, the applicant shall obtain approval of the proposed wastewater system from the Dare County Environmental Health Department.

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. Appropriate erosion and sedimentation control measures 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.

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

ANALYSIS & STAFF RECOMMENDATION

While the proposal is generally consistent with applicable use and development standards, including lot area, height, buffering, and related site design requirements, staff is unable to recommend approval of the request as

submitted due to noncompliance with the Town's adopted Commercial Design Standards.

The Town's adopted Land Use Plan emphasizes the importance of high-quality architectural design and compatibility, including commercial development that serves the needs of residents and visitors while respecting the community's goals related to design, scale, and appearance, particularly along highly visible commercial corridors. These policy objectives are implemented through the Unified Development Ordinance, including the Commercial Design Standards set forth in Article 10, Part VI.

Staff's recommendation is based on the proposal's failure to meet those adopted architectural standards, which are intended to ensure that new development contributes positively to the Town's established character and development pattern, consistent with both the UDO and the Town's adopted 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. TW's Group Development Architectural Review Notes
2. TW's Group Development SUP Application Documents

TW's Group Development
Architectural Compliance Review Staff Notes

Section 10.81 - Intent.

The Town of Nags Head features a broad array of architectural styles, some of which are derived from traditional Nags Head cottage design. These standards are intended to build on a sense of continuity and community identity, not to dictate specific building styles. These standards are not intended to limit creativity but to serve as a useful tool for design professionals to engage in contextual, site-specific design. Acceptable building styles shall continue the Town's human-scaled environment through visually compatible architectural forms, massing, details, relationship to nearby buildings and neighborhoods, and the use of materials consistent with these standards. Site design will strive to create a sense of place while maintaining compatibility with adjacent land uses, encouraging walkability, promoting safe and efficient movement of pedestrians and vehicles, preserving and/or enhancing natural areas, and minimizing nuisances associated with noise, high levels of activity, and stormwater runoff.

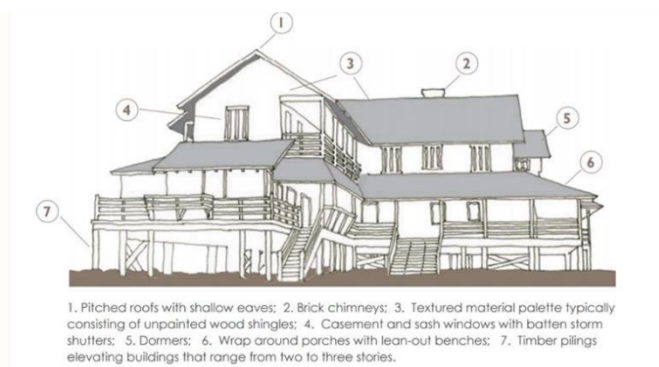
Section 10.82 - Applicability.

These design standards shall apply to all building construction or remodeling projects requiring a special use permit or site plan review according to requirements found in this UDO.

Division II. - Building Design

10.85.1. Intent.

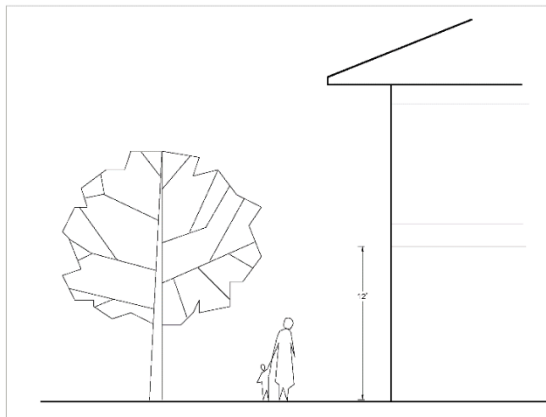
Buildings should strive to take on a more residential and "human" scale. "Human scale" is the proportional relationship of buildings and spaces to people. A building is considered to have good human scale if there is an expression of human activity or use that indicates the building's size. The scale of a building is based on overall size, its mass in relation to the space around it, and its entrances, windows, walls, and roofline.



The building architecture historically intrinsic to Nags Head reflected a human scale. These buildings were simple, utilizing natural materials, wide porches and modest detailing. Interior and exterior spaces were used in equal measure and porches were the center of daily life. These early design principles set the tone for the concepts included in these design standards. The successful application of these human scale features will result in buildings and sites that relate well to the pedestrian environment, encourage community activity, and complement their surroundings.

10.85.2. Standards.

When the scale of a building is inconsistent with its site and the scale of surrounding buildings, it shall be mitigated by design strategies that lessen its visual impact so as to be compatible with its site and with characteristics of neighboring buildings and sites. At a minimum, all projects shall incorporate the following design strategies:



10.85.2.1. To encourage a human scale, all buildings shall have an exterior or perimeter building sidewall that is no higher than twelve (12) feet from the floor to the top plate for each building story. Typically, buildings will not exceed three (3) stories. Exceptions include instances where the height requirements for a particular use allow the building to exceed three (3) stories or where building features are specifically exempt from the height requirements of the ordinance.

Staff Comment: For this group development project, the applicant proposes a 35-foot-tall, single-story pre-engineered metal building. As proposed, the building utilizes a rigid metal frame construction system rather than conventional wood-frame construction. Unlike wood-frame buildings, pre-engineered metal buildings do not incorporate a continuous wall top plate. In the context of the Town's commercial design standards, the term *top plate* is used as a proportional control that correlates to perceived building mass, wall height, and human scale. Because the proposed building does not contain a true top plate

as understood in this context, the standard requiring an exterior or perimeter sidewall height of no more than twelve (12) feet from floor to top plate cannot be met as written.

The building is 50 feet wide and the vertical wall is 26 feet tall. With a height limit of 35 feet, the maximum pitch that can be achieved of the main roof is 4 in 12. The applicant has used a gambrel roof to conceal the upper story of the building and give the appearance that it is incorporated into the roof. The gambrel roof is combined with a series of faux dormers. As the main roof extends beyond the wall, it projects downward to a point where it stops at the line of the porch overhang. Since the lower portion of the roof sits on the outside of the wall and does not actually incorporate the upper story, it increases the mass of the upper portion of the building. The intent of the ordinance is to incorporate the upper story or portion of the building into the roof, thereby reducing the mass. A primary goal of the design should be to reduce the mass of the upper portion of the building. While there may be multiple architectural approaches to achieving roof integration and mass reduction, staff have not evaluated or endorsed any alternative configurations. Based on the submitted plans, staff finds that the proposed design does not meet the intent of the Commercial Design Standards related to building mass and roof integration.

The applicant has proposed a horizontal break at approximately twelve (12) feet above grade in the form of a four-foot-wide projecting upper-level mass along the east, west, and north elevations. This element is located above the ground floor and projects outward from the primary wall plane.

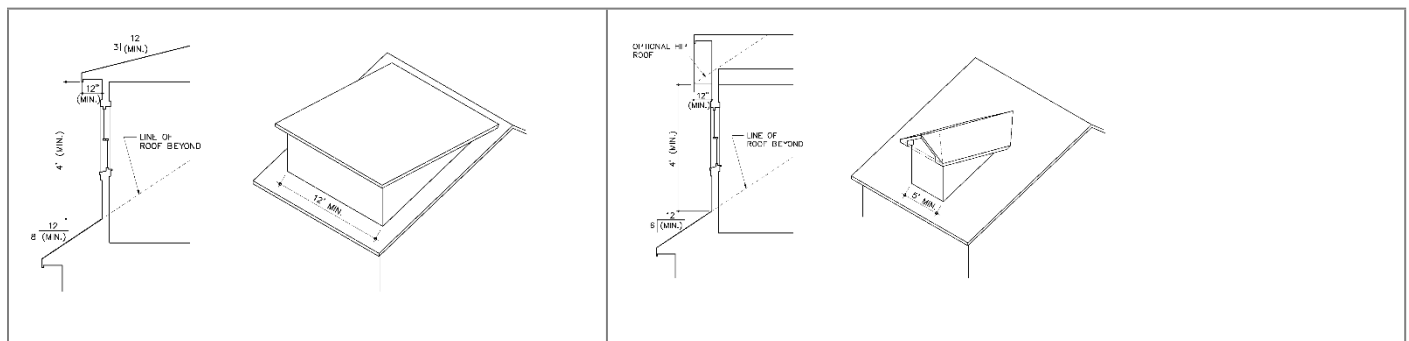
Architecturally, this projection is not a traditional covered porch. Instead, it represents a cantilevered extension of the upper building mass intended to visually suggest a porch condition at ground level. Because the building consists of a single story, this projection does not create a usable porch space, primarily due to limited width. Covered porches, as encouraged by the Town's commercial design standards, are intended to:

- Create pedestrian-scaled spaces at the first floor,
- Provide weather protection,
- Visually reduce perceived building height and mass, and
- Establish a clear relationship between the building and the ground plane.

As noted in the Town of Nags Head Residential Design Guidelines, a porch is defined as an area that is open and unobstructed to the exterior (except for required guardrails) and is covered by a pitched roof supported by columns. These guidelines further state that a minimum porch depth of six (6) feet and a minimum roof pitch of 3:12 are necessary to achieve the intended architectural character.

In this case, staff finds that the proposed roof combined with the covered projecting element does not wholly achieve the objective to create a pedestrian scaled space and reduce the mass of the building. Rather than reducing perceived mass, these elements increase the visual weight of the building and result in a top-heavy appearance, emphasizing the overall height of the structure. The proposed design does not meet these criteria and does not create a functional or visually authentic porch condition. As proposed, staff finds that the building does not achieve the intent of Section 10.85.2.1 to encourage human-scaled design through controlled wall height and architectural articulation/elements. The aforementioned discussion describes controlling factors that are dictating this design.

10.85.2.2. For buildings greater than one (1) story, the highest story of the building shall be incorporated into the roofline with the use of dormers or other roof articulations.



Staff Comment: The proposed buildings are technically single-story structures, as reflected on the submitted elevations, which identify only a first floor with no second floor, mezzanine, or habitable attic space. However, at an overall height of approximately 35 feet, the buildings significantly exceed what is typically associated with one-story construction. The applicant has attempted to address this scale by proposing projected wall-mounted elements identified as “roof bumps” and by creating the appearance of multiple stories through façade articulation. The applicant’s design narrative further characterizes the buildings as “greater than one story,” despite the plans demonstrating otherwise.

Because the proposed design employs architectural features typically associated with multi-story buildings, specifically dormers and roof articulations, staff finds it appropriate to evaluate whether those elements meet the intent and adopted design guidance for dormers.

Dormers are roof structures constructed within the roof plane that provide light and ventilation into habitable or attic space. Dormers are intended to break up large roof

masses and reduce the perceived height and scale of a structure. Examples of properly dimensioned and scaled dormers can be found in the Nags Head Residential Design Guidelines.

Based on the submitted elevations, staff finds that the proposed roof/projected side wall elements likely do not meet the definition or intent of dormers. The elements do not appear to be integrated into the roof structure at a proportion and scale that meaningfully reduces the perceived height or mass of the building. A primary reason for this is the design and pitch of the roof to which they are applied. Reducing the steepness of the lower roof would contribute to improving this condition by reducing mass of the roof and allow for the dormer to be more properly dimensioned. Staff finds that the design does not achieve the intent of Section 10.85.2.2 with respect to roof articulation and human-scaled architecture.

If the Planning Board is inclined to consider these elements acceptable, staff notes that additional detailing/treatment would be necessary, so the windows look like actual windows and not exposing roof seams behind the window.

10.85.2.3. Larger buildings (greater than 5,000 square feet) or buildings with multiple uses and/or tenants shall be designed with a complex massing that includes rooflines with varying heights, incorporation roof variations, projections/recesses, or smaller additions to a main building.



Staff Comment: Section 10.85.2.3 requires that larger buildings, and buildings with multiple tenants or uses, be designed with complex massing so that they do not read as one large, continuous structure. The proposed buildings exceed 5,000 square feet and are intended to accommodate multiple uses and multiple tenants. As such, they are subject to this standard.

Based on the submitted elevations, staff find that the buildings are designed as single, uninterrupted building forms with a consistent overall height and roofline. While the design includes architectural details such as trim changes, decorative brackets, and repeating roof features, these elements do not create meaningful variation in the building's overall mass or form. The roof features and façade elements are applied uniformly across the length of the buildings and do not break the buildings into smaller components or create

distinct building segments. As a result, the buildings continue to read as large, monolithic structures, rather than as a collection of smaller, articulated forms.

Staff find that the proposed design relies primarily on decorative treatments, rather than true changes in building mass, roof height, or building footprint. As proposed, the buildings do not achieve the intent of Section 10.85.2.3 to visually reduce scale through complex massing.

10.85.2.4. Buildings shall provide facade elements which create a comfortable zone at the first floor of the building for people. Examples include but are not limited to covered porches, arcades, siding material changes, and one- or two-story entrances with pitched roofs.

Staff Comment: Section 10.85.2.4 requires that buildings incorporate façade elements that create a comfortable, pedestrian scale zone at the first floor. Examples include covered porches, arcades, siding material changes, and one- or two-story entrances with pitched roofs. Based on the submitted elevations, staff find that the proposed buildings partially address this standard through the use of siding material changes at the ground level. The combination of lap siding and board-and-batten provides some visual variation along the first-floor façades.

However, staff find that the buildings do not incorporate the primary façade elements identified in the standard that are intended to create a comfortable zone for people at the ground level. Neither Building A nor Building B/C includes compliant covered porches, arcades, or clearly defined entrances with pitched roofs. The buildings also appear to lack a distinct entrance feature that visually signals pedestrian access.

As proposed, the façades remain largely flat and uninterrupted, with architectural emphasis placed on the upper portions of the buildings rather than at the pedestrian level. Staff finds that the design does not adequately establish a human-scaled, pedestrian-oriented zone at the first floor, as intended by Section 10.85.2.4.

Section 10.86 - Building Size/Dimensions.

10.86.1. Intent.

Building sizes are determined based on desired building characteristics for Character Areas as defined by the Town of Nags Head Comprehensive Plan. These character areas delineate appropriate building sizes and scales by roadway corridor based on existing and historic development patterns. NC 12 and SR 1243 comprise the beach road sections of Town which have a distinct scale and massing defined primarily by residential uses and small-scale commercial buildings. It is the Town's intent to continue this development pattern along the two-lane roadways within the Town. US 158/64 have traditionally been

more auto-oriented with larger-scale, local and regional services. Given the Town's desire for buildings to maintain a residential scale, it is the Town's intent to regulate the overall size of buildings. In both corridors, the Town encourages walkability and a human scale appearance that relates well to pedestrians and encourages social activity.

10.86.2. Standards.

10.86.2.1. Individual buildings along two-lane roadway sections shall not have a habitable area that exceeds five thousand (5,000) square feet, except for instances where the applicant has conducted a sketch plan review in accordance with the procedures prescribed in [Article 4](#), Development Review Process. In these instances, the applicant shall pay particular attention to the design standards and guidelines relative to scale for larger buildings to mitigate the overall visual impact and maintain continuity with existing development. In no instance shall a building fronting a two-lane roadway section exceed ten thousand (10,000) square feet.

Staff Comment: The proposed Group Development is located on a corner lot with frontage on both U.S. Highway 158, a five-lane roadway, and Satterfield Landing Road, a two-lane roadway. As such, the provisions of Section 10.86.2.1 are applicable to buildings oriented toward or visible from the two-lane roadway section.

Building B/C is proposed to be 6,750 square feet in habitable area, and Building A is proposed to be 5,000 square feet in habitable area. Building B/C exceeds the 5,000-square-foot threshold established for individual buildings along two-lane roadway sections but does not exceed the maximum allowable size of 10,000 square feet. The applicant did complete a Sketch Plan Review with the Planning Board at its December 16, 2025 meeting. At that time, staff noted that insufficient architectural detail had been provided to fully evaluate compliance with the Town's Commercial Design Standards.

While completion of the Sketch Plan Review allows consideration of a building larger than 5,000 square feet, Section 10.86.2.1 further states that such approval is contingent upon the project demonstrating particular attention to the design standards and guidelines relative to scale for larger buildings, in order to mitigate visual impact and maintain continuity with existing development. Ultimately, it is the role of the Planning Board and Board of Commissioners to determine whether the proposed design meets this standard.

As discussed in previous sections of this report, staff finds that the proposed design does not sufficiently demonstrate that the visual scale of the larger building has been adequately mitigated. Accordingly, while Building B/C does not exceed the maximum allowable size, staff finds that the project has not met the design intent required to support a building exceeding 5,000 square feet along a two-lane roadway.

10.86.2.2. Individual buildings along five-lane roadway corridors shall not have a habitable area that exceeds twenty thousand (20,000) square feet, except in the case of multi-story hotel buildings within the Town's Hotel Overlay District or institutional uses including schools and hospitals.

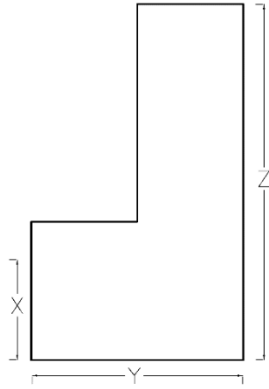
Staff Comment: The subject property has frontage along U.S. Highway 158, which is classified as a five-lane roadway corridor. The existing principal retail building for TW's Bait and Tackle, the recently approved infill development, and the existing storage building collectively total approximately 18,274 square feet of habitable area. Based on the total combined building area along the five-lane roadway frontage, the development does not exceed the maximum allowable habitable area of 20,000 square feet established by Section 10.86.2.2 and is therefore compliant with this standard.

10.86.2.3. For any buildings, regardless of the roadway type, with a habitable area of greater than five thousand (5,000) square feet, the applicant shall be required to conduct a sketch plan review of the project in accordance with the procedures prescribed in Article 4, Development Review Process of the UDO.

Staff Comment: Sketch Plan was conducted with the Planning Board on December 16th, 2025, and therefore compliant with this standard.

10.86.2.4. To prevent the appearance of large, disproportionate, and/or "strip" style buildings, the following standards shall apply:

10.86.2.4.1. The length of a principal building shall not exceed three times the width of the building. The length shall be considered the longest dimension of the structure to include porches and open decks. The width shall be considered to be the widest consistent dimension through at least forty percent (40%) of the length of the building, which may be interrupted; for example, if a building has a width of twenty-two (22) feet for 20% of its length, reduces to a width of 18' for 60% of its length, and then widens to a width of 20' for 20% of its length, the building shall be determined to have a width of 20' and shall have a length of no more than 60'.

	Dimensions—Principal Buildings (To use Y as the width, X must extend at least 40% along the length (Z) of the building.)
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Staff Comment: Based on a review of the submitted plans, staff finds that all principal buildings proposed within this group development comply with the 3:1 length-to-width ratio required by this section.

10.86.2.4.2. Properties with multiple buildings shall have each building separated by at least twenty (20) feet and shall not have the appearance of being one structure. For example, multiple buildings may appear to be one structure where there is a continuous roofline over the main structure that carries between two buildings.

Staff Comment: Based on a review of the submitted plans, staff finds that the proposed buildings are separated by a minimum of twenty (20) feet and do not share a continuous roofline. As proposed, the development complies with the requirements of this section.

10.86.2.4.3. Buildings shall be connected using exterior pedestrian walkways. Covered walkways are allowed; however, the roof covering the walkway shall be generally limited to the walkway itself.

Staff Comment: Based on a review of the submitted plans, the existing principal retail building (TW's Bait and Tackle), the recently approved infill development, and the existing storage building are connected to Building B/C by a covered, open-air pedestrian breezeway. The breezeway is roofed for weather protection and is open on all sides, with the roof limited to the walkway itself, therefore compliant with this section.

While there is not a formal covered pedestrian walkway connecting Building B/C to Building A, the site does include improved parking areas and drive aisles that provide a clear and accessible pedestrian route between the buildings. Staff finds that the project generally meets the intent of this section.

10.86.2.4.4. The minimum width of the enclosed habitable space of a principal building shall be eighteen (18) feet measured at the first-floor level. A building shall be at least

eighteen (18) feet wide along at least forty (40) percent of its length. Outside dimensions shall be used in determining length and width. This is defined as the exterior façade covering on the outside of the building (see graphic above).

Staff Comment: Based on review of the submitted plans, all structures within this development are compliant with this section.

10.86.2.4.5. Buildings erected in the C-3 commercial services district shall be exempt from these minimum dimensional requirements since the uses permitted in this C-3 district are recognized by the Town as being generally incompatible with residential and commercial uses. Such uses are regulated with appropriate buffering and separation requirements.

Staff Comment: The subject property is currently zoned C-2, General Commercial. The exemption provided under this section for buildings in the C-3 Commercial Services District is not applicable to this proposed group development.

Section 10.87 - Building Height.

10.87.1. Intent.

A sudden dramatic change in building height can be incongruous with an existing streetscape. While each zoning district maintains an overall height limit, the height of a building shall be visually compatible with the heights of buildings on neighboring sites where practicable and positively contribute to the overall building design.

10.87.2. Standards.

10.87.2.1. The overall height of buildings will be determined based on the dimensional requirements for each district as found in [Article 8](#), District Development Standards or by any supplemental standards that apply to the use as found in [Article 7](#), Supplemental Regulations.

Staff Comments: 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 one-story structure with an overall roof height of 35 feet; therefore, height is technically compliant.

10.87.2.2. For buildings greater than two stories, the applicant shall incorporate architectural features into the design that mitigate the visual impact of the proposed building.

Staff Comment: This section applies specifically to buildings greater than two stories. While the proposed building is technically a single-story structure, staff notes that its

overall height and mass raise concerns regarding visual scale. These concerns, and the extent to which the proposed design mitigates the visual impact, have been addressed in staff's review of the commercial design standards under Section 10.85.

10.87.2.3. Portions of hotel buildings greater than two stories shall follow the setback requirements for hotels as prescribed in the supplemental standards found in [Article 7](#), Supplemental Regulations.

Staff Comment: This section is not applicable to this proposed Group Development.

Section 10.88 - Architectural Design/Elements.

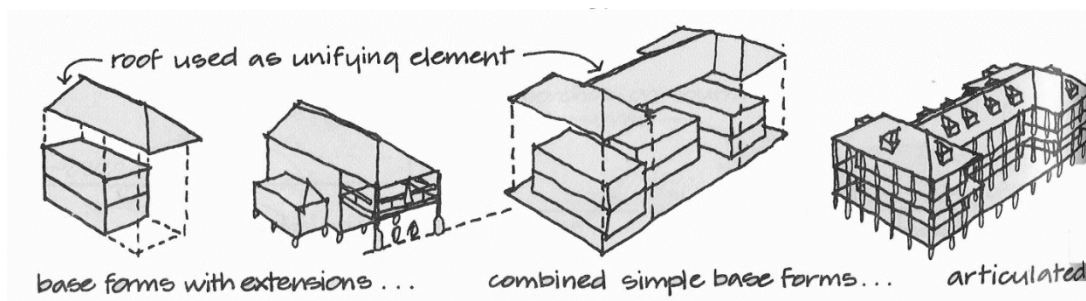
10.88.1. Intent.

It is the Town's goal to encourage design creativity that respects historic development patterns and is characteristic of the Nags Head community. Design elements and features that define the Nags Head cottage style architecture can be used to enhance the appearance of structures and to promote their compatibility with the local natural and built environment. Appendix B, the Town of Nags Head Residential Design Manual, provides illustrative examples of Nags Head design elements. The manual also provides specifications for Nags Head design elements which represent minimum standards that should be adhered to when incorporating these elements into an overall design. The following design considerations shall be applied to individual building components.

10.88.2. Roofs.

10.88.2.1. Standards.

10.88.2.1.1. For larger buildings (10,000 square feet or greater), the shape and proportion of the roof shall be articulated so as to lend visual interest and reduce the apparent size of new buildings.



Staff Comment: Building B/C and Building A are less than 10,000 square feet in area. The principal retail building (TW's Bait and Tackle), the infill development, and the connected storage building do exceed 10,000 square feet and have been previously reviewed and approved for architectural compliance.

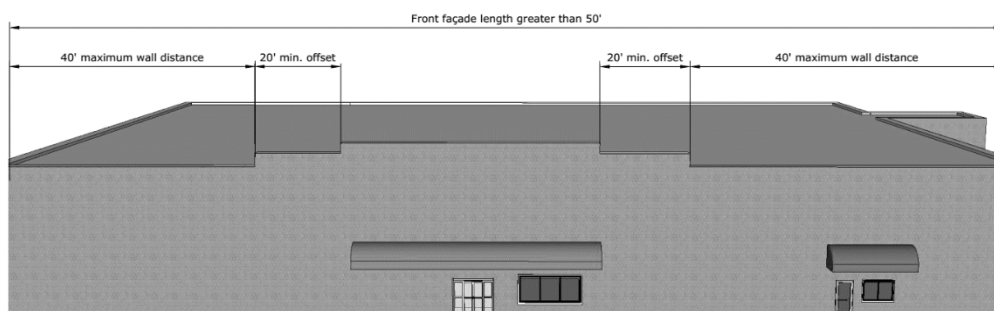
10.88.2.1.2. The roof design shall screen the visual clutter of typical rooftop installations such as any mechanical equipment, exhaust vents, transformer boxes, dish antennas, etc.

Staff Comment: The submitted architectural plans do not indicate any rooftop mechanical equipment or similar installations requiring screening.

10.88.3. Walls.

10.88.3.1. Standards.

10.88.3.1.1. Wall elevations and roofs greater than fifty (50) horizontal feet in length shall have no more than forty (40) horizontal feet without a roof variation.



Staff Comment: The proposed design includes small, applied elements on a projected wall plane that are intended to visually break up the building; however, these features do not create any actual variation in the roof. As designed, the roof remains a continuous plane exceeding forty (40) horizontal feet without a roof variation. Staff does not believe this design meets the intent of this standard.

If the Planning Board is inclined to consider these elements acceptable, staff notes that additional detailing/treatment would be necessary, so the windows look like actual windows and not exposing roof seams.

10.88.3.1.2. Walls that face a public street or that are adjacent to the wall of an existing principal building on an adjacent lot shall not be a blank wall and shall be designed with windows, doors, porches, or other building elements that provide scale and openness to the façade.

Staff Comment: While walls facing public streets include windows and doors, the size, placement, and overall arrangement of these elements do not sufficiently break down the scale of the building contemplated by this standard. As designed, the façade remains visually large and continuous, and the intent of the standard is not met.

10.88.4. Windows and Doors.

10.88.4.1. Standards.

10.88.4.1.1. Windows and doors shall be visually compatible with the architectural style of the building and with local architectural styles.

Staff Comment: While the window areas generally reflect a residential scale, the doors and entry openings lack architectural detailing or elements that clearly signal building entrances. As designed, the windows and doors are simple and repetitive, resulting in a monotonous façade that does not reflect the level of articulation or coastal detailing commonly found in local architectural styles.

10.88.4.1.2. Windows shall reflect a residential style. This typically includes the appearance of a double-hung or multi-paned window.

Staff Comment: Based on the submitted elevations, the windows appear proportioned and visually consistent with the appearance of double-hung windows.

10.88.4.1.3. On the front and each side of the building, windows shall comprise not less than ten (10) percent and not more than forty (40) percent of each building vertical wall area.

Staff Comment: The applicant has provided detailed window-to-wall area analysis for Buildings B/C and Building A. Based on this information, each building is compliant with the window area requirements of this standard.

10.88.4.1.4. Individual windows shall be no greater than thirty (30) square feet in area.

Staff Comment: Based on the submitted elevations, the proposed windows are compliant with this standard.

10.88.4.1.5. Doors shall be no wider than six (6) feet and not taller than eight (8) feet without having at least a 12-inch separation between windows and doors.

Staff Comment: Based on the submitted elevations, the primary entry doors are compliant with this standard. However, the larger loading and garage bay doors shown on the elevations do not appear to be consistent with the size limitations contemplated by this provision.

10.88.4.1.6. The primary entrance shall face the street or shall face the side of the building that has a pedestrian connection to the street, unless the applicant can demonstrate that the circumstances of a given application merit an alternative orientation.

Staff Comment: Based on the submitted elevations and site layout, the primary building entrances appear to be oriented toward Satterfield Landing Road and the associated

parking and pedestrian circulation areas. As such, the orientation requirement of this standard is met.

10.88.4.1.7. The entrance shall be identified through the use of architectural details that may include porches or roofs for shelter, recessing, decorative lighting, trim or railings, in addition to pedestrian walkways connecting to parking areas and public sidewalks.

Staff Comment: Pedestrian walkways and sidewalks are shown connecting the buildings and parking areas; however, the primary entrances are not clearly identified through architectural detailing as contemplated by this standard. The proposed overhang does not function as a compliant porch and, at approximately four (4) feet in depth, does not provide the scale or articulation typically associated with a defined building entrance. In addition, the entrances lack recesses, roof form changes, or other architectural elements that would visually distinguish them.

10.88.5. Building Materials.

The relationship of materials and textures of the exterior of a building shall be compatible with that of buildings that are traditionally used in Nags Head. Examples of exceptional design may incorporate a combination of the materials listed below to provide overall visual interest.



10.88.5.1. Standards.

10.88.5.1.1. For facades of buildings visible from a public way, building siding materials shall be wood or simulated shingle siding, clapboard, board and batten, or other materials commonly used in local architecture.



Staff Comment: The proposed building elevations include board-and-batten siding on the lower portions of the structure, lap siding on the upper portions, and a horizontal beauty band between materials. These siding materials are consistent with those commonly used in local architecture and comply with this standard.

10.88.5.1.2. Use of cinder block, brick, stucco, and T-111 is acceptable for smaller buildings generally no more than one story high and not greater than 2,500 square feet. For larger buildings, these materials should be primarily considered as an accent to the overall design or in areas not visible from the public right-of-way. In no instance shall metal siding be used.



Staff Comment: This standard regulates exterior siding materials visible from the public right-of-way, not the underlying structural system. While the buildings are metal-framed structures, the proposed exterior façades do not include exposed metal siding and instead utilize board-and-batten and lap siding. As proposed, the exterior siding materials are consistent with this standard.

10.88.6. Building Detailing.

10.88.6.1. Standards. Traditional Nags Head buildings utilize detailing to provide visual interest and character to a design. This is achieved through the detailing elements below. Applications shall incorporate one more of the following detailing elements in the building design:

- exposed rafters
- gable brackets
- workable shutters
- column trim

Staff Comment: The design includes decorative brackets and column trim, which are detailing elements identified in this section. Although the brackets are not traditional gable brackets and no exposed rafters or workable shutters are proposed, the application includes sufficient detailing elements to comply with this standard.



TOTAL PROPOSED SQUARE FOOTAGE 14,524 x .50 = \$ 7,262 +

SPECIAL USE ☒ (\$500.00)

(Optional) VESTED RIGHT ☐ (no fee)

= TOTAL FEE DUE 7,762

TOWN OF NAGS HEAD

DATE RECEIVED _____

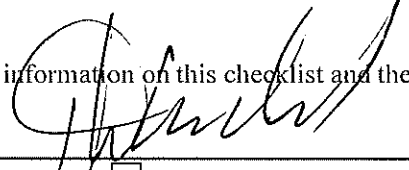
SITE PLAN REVIEW APPLICATION & CHECKLIST FOR SPECIAL USES

1. LOCATION AND ZONING INFORMATION

- A. PROJECT TITLE TW's Bait & Tackle
- B. STREET ADDRESS 2230 South Croatan Highway, Nags Head, NC, 27959
- C. SUBDIVISION Charles L Sineath Subdivision
- LOT(S) 1a-1r & 2a-1r (recombined) BLOCK _____ SECTION _____
- D. PRESENT ZONING C2
- E. PRESENT USE Retail
- F. EXISTING NONCONFORMITIES existing building approved under previous architectural standards
- G. ABUTTING PROPERTY ZONING C2, C3 & R2
- H. ABUTTING PROPERTY USE retail, office, industrial & vacant residential land

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
ADDRESS PO Box 969
Nags Head, NC, 27959
TELEPHONE (903) 330-1215
- C. CONTACT PERSON: NAME Albemarle & Associates Ltd, John DeLucia
ADDRESS PO Box 3989
Kill Devil Hills, NC, 27948
TELEPHONE 252-441-2113

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

- NAME/ADDRESS (N) Golasa Holdings LLC, 2229 S. Croatan Highway, Nags Head, NC, 27959
- NAME/ADDRESS (S) Quail Run Business Center LLC, 406 W. Lake Dr., Kill Devil Hills, NC, 27948
- NAME/ADDRESS (E) I G Holdings, 2229 S. Croatan Highway, Nags Head, NC, 27959
- NAME/ADDRESS (W) Foster Sharp, LLC, PO Box 944, Nags Head, NC, 27959

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

See attached for additional property owners

4. SITE PLAN AND SITE PLAN ATTACHMENT DATA

A. Site plan preparer Albemarle & Associates, Ltd - John DeLucia, PE Phone# 252-441-2113
 NC Registered ☐ Engineer ☐ Architect ☐ Surveyor. License# 16759

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.

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 _____
☐ Attached final permit dated _____
☐ State ☐ County

D. Project involves condominium ownership.

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

E. Amount of land-disturbing activity proposed _____ 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.	Y	
2. Current PIN Number.	Y	
3. Site Address.	Y	
4. Owners' names, lot numbers or map book and page reference of all adjacent property owners.	Y	
5. Boundary of the entire parcel by course and distance.	Y	
6. Widths of the existing rights-of-way that abut the site.	Y	
7. Nature or purpose, location and size of existing easements.		
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.	Y	
9. Plan to at least 1"=50' scale, showing north arrow and whether true or magnetic.	Y	
10. Signature and seal of preparer.	Y	
B. Existing features		
1. Streets, curbs, and sidewalks with type and width of pavement.	Y	
2. Topographic features of site and existing grades for any streets, storm drainage system including existing grades at four comers of all structures.	Y	

	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	0%
C. Site improvements in accordance with regulations of state of North Carolina, Dare County, and Town of Nags Head	Y	
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.	N/A	
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.	Y	
9. Location and height of proposed free-standing signs. See requirements of Article 10, Part III of the Unified Development Ordinance.	N/A	
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	

Commercial ☐ Residential ☐	Parking Spaces Required	Parking Spaces Shown	Loading Spaces
<u>2</u> STORIES BUILDING SQUARE FOOTAGE: PRINCIPAL <u>16,524 SF</u> ACCESSORY <u>2,000</u> TOTAL <u>18,524</u>	@ 1/250 SF = 66 @ 1/350 SF = 6		
# EMPLOYEES <u>7</u>	@ 1/EMP = 7		
#DWELLING/LODGING UNITS <u>N/A</u>	(NOTE: REDUCATION OF 3 SPACES FOR BIKE RACKS)		
	79 - 3 = 76	77	1

D. EXPLANATORY NOTES

- Vicinity map.
- Total square feet of land area to undergo land-disturbing activity.
- The total required parking spaces versus the total parking spaces provided. Parking spaces to be numbered.
- Cross-section details of all streets, roads, ditches, and parking lot improvements.
- 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.
- If additional height above 35 feet is being proposed, the additional height and increased setbacks shall be laid out in tabular form.
- Total site coverage calculations. (Refer to UDO to calculate lot coverage for lots abutting ocean or sound).
- 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.
- 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.

DATE _____

SIGNATURE OF ENGINEER ☐ ARCHITECT ☐ SURVEYOR ☐

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

Name	Phone#	Information Provided
_____	_____	_____
_____	_____	_____
_____	_____	_____

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.

Additional Adjacent Property Owners (North)

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

2224 S Croatan Hwy A Nags Head 27959

Parcel #: 027934021 Owner: Hargraves, David W Tee -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

Additional Adjacent Property Owners (South)

Parcel #: 005649001 Owner: Machado, Santos Ventura

P.O. Box 2512

Kill Devil Hills, NC 27948

Parcel #: 005649000 Owner: Kelly, Michael W

P.O. Box 1089

Nags Head, NC 27959



January 14, 2026

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

RE: TW's Bait & Tackle Site Expansion Resubmittal

Dear Ms. Wyatt:

Please find the attached site plan resubmittal with response to comments generated during the TRC review. The site plan related comments have been addressed as follows:

Site Plan Review Comments submitted by Kelly Wyatt:

- *Comment: Review parking requirements for "Art Gallery". UDO states one space per 300 sf of gross floor area open to the public. Assuming 2,000 sf is open to public, 7 parking spaces would be required.*

Response: We have corrected that calculation which results in 77 spaces being required. The site plan had 74 spaces plus 3 bike racks and remains complaint. However, we have shifted building A 15' to the north and added 2 more parking spaces, for a total of 76 plus 3 bike racks. (See sheet C201)

- *Comment: While specifications for the light fixture appear compliant, the projected footcandle readings exceed the maximum allowed. This use would be considered Medium level of activity, maximum maintained footcandles is 7 footcandles, minimum is 0.5 footcandles – plan is showing areas well in excess.*

Response: Per our discussion, the canopy lighting was included on the site lighting model, which increased lighting levels beneath the canopy. We have removed canopy lighting from the photometric and now only illustrate the parking lot lighting with a maximum footcandle of 5.55 fc. (See sheet C203)

Site Plan Review Comments submitted by David Ryan:

- *Comment 1: Erosion & Sediment Control Plans shall be submitted for review to include all proposed erosion and sediment control measures proposed for the site, stabilization requirements, construction sequence, and monitoring and self-inspection requirements. NCDEQ DEMLR has updated erosion and sediment control measure details which can*

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

be located at <https://www.deq.nc.gov/about/divisions/energy-mineral-and-land-resources/erosionand-sediment-control/esc-downloads-and-forms>. It is requested that the following detail information be added to the submitted erosion control plan:

Response: The requested details have been added to the plan sheet C102. A note with this information has also been added to sheet C101.

- *Comment 2: An NCDEQ NC Construction general permit NCG01 shall be obtained through NCDEQ in advance of construction activities taking place. This application can be filed electronically at the following location <https://www.deq.nc.gov/accessdeq> . The Electronic Notice of Intent (E-NOI) process requires an online form to be filled out and a fee to be paid prior to the issuance of a Certificate of Coverage and NCG01 Permit. To provide compliance with the NCG01 permit two sample sheets shall be included with the erosion and sediment control plan set. The additional information is as follows:
a. *Ground Stabilization and Materials Handling*
b. *Inspection, Record keeping and Reporting.**

Response: The requested sample sheets have been added to the plan sheet C102. A note with this information has also been added to sheet C101.

- *Comment 3: Inspection and monitoring records for activities under the stormwater general permit are to be maintained during the course of construction.*

Response: A note with this information has been added to sheet C101.

- *Comment 4: Inspection and monitoring records for activities under the stormwater general permit are to be maintained during the course of construction.*

Response: A note with this information has been added to sheet C101.

- *Comment 5: A vehicle pathing exhibit is being requested to depict circulation and routing of emergency and sanitation vehicles. The internal traffic circulation approval is contingent on the Public Services/Fire Department approval for sanitation and emergency vehicle access.*

Response: Vehicle pathing exhibits have been prepared and are included with this submittal.

- *Comment 6: Section 10.17 Off-Street Loading provides requirements for vehicular loading spaces based upon use classification and gross floor area requirements. Loading berths shall have a minimum 12'x60' dimensions with 14-foot overhead clearance. The gross floor area exceeds 20,000 square feet which requires a one loading berth for every 20,000 sf, or fraction thereof, of floor area. A 12'x42' interior/exterior loading berth described for Unit 2 of the current plan. Since the loading berths do not meet the minimum dimensional requirements, please provide a brief narrative of the type and frequency of vehicles conducting loading/unloading operations and integration with the building layout an how it will not hinder the free movement of vehicles, and pedestrians over a street, sidewalk, parking lot or alley.*

Response: A single 12' x 42' loading berth is provided at one of the overhead garage doors on building two. TW's obtains the vast majority of their product stock in the off

season between December and March, which is then stored in their storage areas for stocking throughout the rest of the year. Deliveries they typically get during the rest of the year arrive by standard Fed-Ex and UPS trucks on their typical routes, spending minimal time on site. Likewise, the additional retail space receives their product by Fed-Ex and UPS and the art gallery receives very minimal shipments. There is 24' of pavement width at the loading space, which would allow for two delivery trucks up to 25' in length of anticipated delivery vehicle size if needed.

- *Comment 7: Section 10.92.14.1 indicates parking lot entrances shall be graded and paved only with asphalt or concrete extending a minimum of 50' from the right-of-way as measured from the centerline. The proposed heavy-duty permeable concrete drive aisle is considered and equivalent to the specified concrete or asphalt drive aisle.*

Response: No response necessary.

- *Comment 8: Engineered calculations to manage runoff from a 4.3 in. rainfall event have been provided and comply with the storage volume requirements of 11.4.2 of the Unified Development Ordinance. There are several numerical discrepancies in the calculations to include the totals for each of the drainage areas in the stormwater summary and the interstitial storage volume below the infiltration basin bottom. Please revise and resubmit.*

Response: Stormwater management calculations have been reviewed and updated. Please see Stormwater Management Narrative updated 1/14/26.

- *Comment 9: It should be noted that a significant percent of the on-site storage volume provided utilizes underground storage of stormwater runoff. Permeable pavement systems and infiltration systems shall be required to be operated and maintained in accordance with NCDEQ requirements.*

Response: No response necessary.

- *Comment 10: An NCDEQ high-density stormwater management permit shall be acquired for this application and submitted to the Town prior to the issuance of a building permit.*

Response: No response necessary. An NCDEQ Stormwater Management Modification Application package is being prepared for these site modifications.

- *Comment 11: An executed Operation and Maintenance agreement shall be submitted to the Town in advance of the issuance of a certificate of occupancy.*

Response: No response necessary. The operations and maintenance agreement is being submitted for the NCDEQ permit modifications and will be provided to the town.

- *Comment 12: Documentation describing the construction record conditions shall be submitted to the Town prior to the request for a certificate of occupancy.*

Response: No response necessary. An as-built survey will be provided upon completion of the work and may be done in a phased approach.

This project is being submitted for review at the January 20th planning board meeting. Included with this response letter is the following information:

- Plans (3 copies)
 - C101 – Demolition and Erosion Control Plan (revised 1/14/2026)
 - C102 – Demolition and Erosion Control Plan (revised 1/14/2026)
 - C201 – Site Plan (revised 1/14/2026)
 - C202 – Site Details (revised 1/14/2026)
 - C203 – Buffer and Lighting Plan (revised 1/14/2026)
 - C301 – Grading & Drainage Plan (revised 1/14/2026)
 - A1 – TW's Building A (dated 1/14/2026)
 - A1 – TW's Building B/C (dated 1/14/2026)
- Stormwater Management Narrative (revised 1/13/2026)
- Vehicle pathing diagrams

I appreciate your assistance with this project. If I can provide any additional information, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'Michael J. Morway', with a long horizontal flourish extending to the right.

Michael J. Morway, PE
Engineer

cc: File 06135J
Chris Greening (Coastal Bluewater Capital LLC)



TW'S Bait & Tackle Stormwater Management Narrative

December 18, 2025

Revised January 13, 2026

Existing Conditions: TW's Bait & Tackle is located at 2230 in Nags Head on a 1.34 acre parcel. The parcel was developed in 2006 with a retail store with parking lots, LPP drainfield septic system and stormwater infiltration basin. The existing parking spaces on site utilize turfstone pavers. In 2018 additional acreage was purchased to construct a product storage building. In 2022, Coastal Bluewater Capital LLC purchased TW's Bait & Tackle. In 2024 they purchased lot 2A-1R of the Charles L Sineath Division (0.87 ac) located adjacent west of the facility. Including the recently acquired property which has now been recombined with TW's, the parcel now totals 2.21 acres. All of the newly acquired parcel has been cleared for development. The parcel is level with elevations between 8.5 and 9.8 feet above MSL. The property is within a flood zone X.

Soils: The Natural Resource Conservation Service Soil Survey for Dare County has mapped the soils on the site to consist primarily of Corolla Fine Sand (CoB) which provides high infiltration rates in excess of 20" / hour. Three soils boring were taken on the new parcel and found the soils to reflect the NRCS soils description. The soil borings were taken shortly after a multi-day rainfall event of approximately 1" of rainfall. There was no change in soils coloration that would indicate a seasonal high water table, but saturation was noted between elevations estimated between 5.8 and 6.3 msl. Prior soils investigations from the storage facility design found the ESHWT to be 6.3. It should be noted that there was very little standing water in the existing basin at time of the borings following recent rainfall. For design purposes, the ESHWT of 6.3 was utilized. Included with this narrative is an NRCS soils map and boring log.

Proposed Development: Coastal Bluewater Capital LLC intends to construct two additional buildings totaling 9,750 sf on the western portion of the site to be utilized for retail with storage, an art gallery with storage, and an additional storage unit for TW's. A connection between the existing retail and storage structures has also been approved by the town. All the structures are/will be served by the town water system and a new septic system will be constructed to serve the new structures.

Stormwater Management: Stormwater from the parking lot and portion of the existing and proposed buildings on the east side of the site is being infiltrated through pervious concrete and existing turfstone. The pervious concrete provides storage in the aggregate base and sand subgrade. Plans indicate the existing turfstone does not have an aggregate base, and calculations account for storage in the sandy subgrade. The existing storage building and overflow from turfstone currently drains into an infiltration basin which is being maintained. The existing asphalt drive aisles are being removed and replaced with pervious concrete. Existing overflow piping on the east parking lot conveys any runoff not infiltrated from the turfstone into the infiltration basin.

The new parking areas and drive aisles on the west side of the site will utilize all pervious concrete. Drainage from the front of the new structures will be directed onto the pervious concrete and account for less than a 1:1 ratio as allowed by NCDEQ. Curb cuts near drain basins and underground piping on the north side of the new parking area will allow any excess runoff not infiltrated from the pervious concrete to be conveyed into the existing infiltration basin. Drainage from the rear of the new structures is being collected from roof gutters and conveyed to the existing infiltration basin as well.

Storage capacity of the aggregate base beneath the pavement was calculated using the depth of the aggregate and a 40% void space. Additional capacity was calculated from the subgrade elevation (bottom of aggregate) to the ESHWT with a 20% void space. All structures and pavement (including pervious) utilized a 1.0 runoff coefficient. Sidewalks located beneath porches were excluded from "sidewalk" area but accounted for as "buildings". Runoff calculations were performed using the "Simple" Method and break site into three drainage areas labeled "East", "West" and "Infiltration Basin". Overall, the runoff resulting from a 4.3" rainfall event was calculated to be 21,356 cf. The pervious pavement storage (aggregate & subgrade) is calculated to be 22,018 cf and the infiltration basin is 12,729 cf. The combined storage value is 34,747 cf, which is approximately 1.6 times the required volume. These calculations along with a drainage area map and summary table are included with this report.

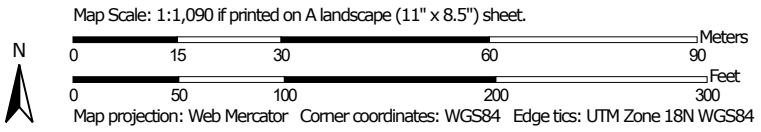
Soil Boring Log TW's Bait and Tackle

Soil Boring			
Depth	B-1	B-2	B-3
0" to 6"	Brown Fine Sand	Tan Fine Sand	Tan Fine Sand
6" to 12"	Brown Fine Sand	Tan Fine Sand	Tan Fine Sand
12" to 18"	Brown Fine Sand	Tan Fine Sand	Tan Fine Sand
18" to 24"	Brown Fine Sand (moist)	Tan Fine Sand	Tan Fine Sand
24" to 30"	Brown Fine Sand (moist)	Tan Fine Sand (moist)	Tan Fine Sand (moist)
30" to 36"	Brown Fine Sand (sat)	Tan Fine Sand (moist)	Tan Fine Sand (moist)
36" to 42"	Brown Fine Sand (sat)	Tan Fine Sand (wet)	Tan Fine Sand (wet)
42" to 48"	Tan Fine Sand (sat)	Tan Fine Sand (sat)	Tan Fine Sand (sat)
48" to 54"		Tan Fine Sand (sat)	
54" to 60"		Tan Fine Sand (sat)	
Soil Type	Corolla Fine Sand	Corolla Fine Sand	Corolla Fine Sand
Date of Boring	12/4/25	12/4/25	12/4/25
Ex. Ground Elevation (ft. above MSL)	8.8	9.8	9.3
Depth to Water table (in)	30	42	42
Estimated Water table Elevation (ft)	6.3	6.3	5.8

Soil Map—Dare County, North Carolina
(TW's Bait & Tackle)

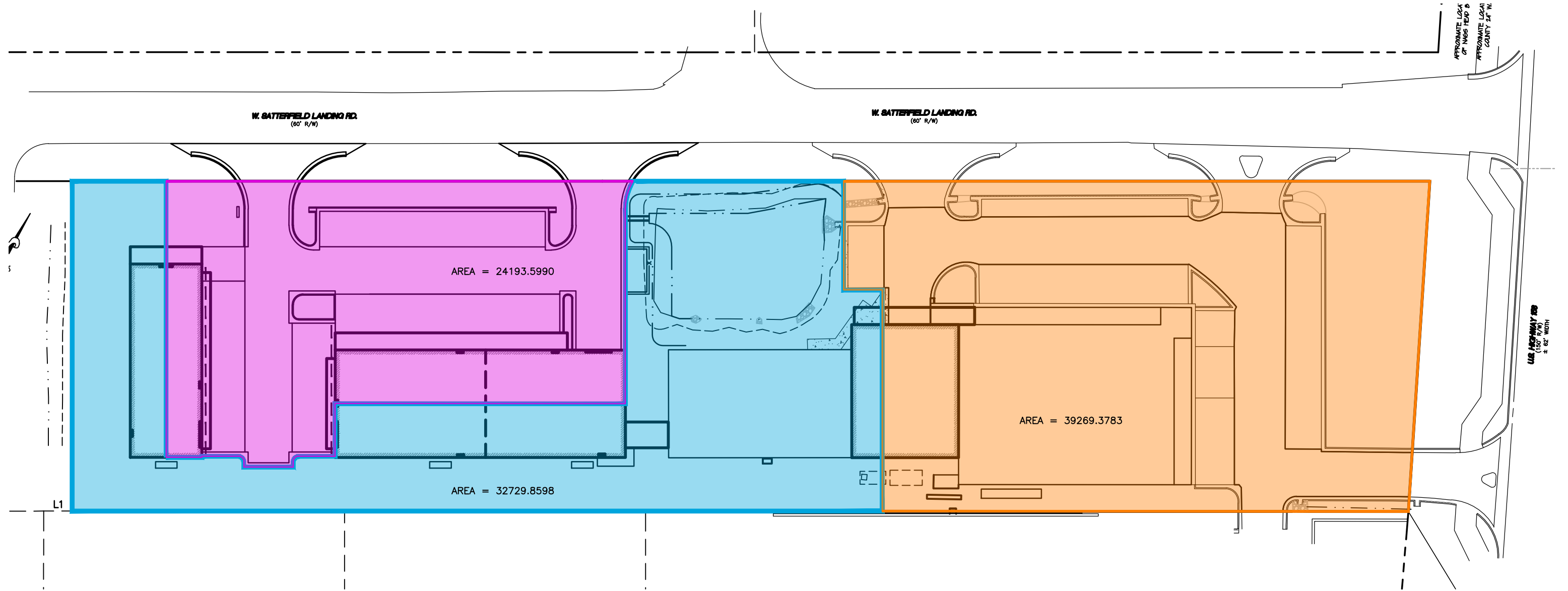


Soil Map may not be valid at this scale.



Map Unit Legend

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
CoB	Corolla fine sand, 0 to 6 percent slopes, rarely flooded	2.3	100.0%
Totals for Area of Interest		2.3	100.0%



Volumetric Runoff Calculations Simple Method

Project Name : TW's Expansion

East Side (Pervious Pavement)

Basin Information		
Drainage Area	39,270	SF
Existing Impervious Area	17,067	SF
Proposed Impervious Area	11,683	SF
% Impervious Area (total)	73.2%	

0.90 Acres

Impervious Surface Area		
On-site Buildings or Lot BUA	10,409	SF
Streets	0	SF
On-site Parking	18,333	SF
On-site Sidewalks (included uner roof)	0	SF
Other on-site	8	SF
Future	0	SF
Off-site	0	SF
Total:	28,750	SF

<i>existing</i>	<i>existing (to remain)</i>	<i>proposed (additional)</i>
8,491	8,034	2,375
0	0	0
20,513	9,025	9,308
0	0	0
8	8	0
0	0	0
0	0	0
29,012	17,067	11,683

Pavement (existing)

14,146 sf Impervious Pavement
6,367 sf Pervious Pavement
100% Pervious accounted for Runoff
20,513 Applied BUA

Pavement (ex. to remain)

3,221 sf Impervious Pavement (conc)
5,804 sf Pervious Pavement
100% Pervious accounted for Runoff
9,025 Applied BUA

Pavement (proposed)

198 sf Impervious Pavement
9,110 sf Pervious Pavement
100% Pervious accounted for Runoff
9,308 Applied BUA

Runoff Calculations (Simple Method)

	Town	NCDEQ
Design Runoff (in)	4.3	1.5
Total Area (sf)	39,270	39,270
Coverage	73.2%	73.2%
R(v)	0.709	0.709
Rainfall Volume	9,975	3,480

Nags Head 4.3": **9,975**
NCDEQ (1.5"): **3,480**

Notes
existing turfstone located on sand (no stone base)

STORMWATER MANAGEMENT CALCULATIONS - PVIOUS PAVEMENT

Project	TW's	By : mjm
Drainage Area	East Portion of Site	Date : 01/09/26

<u><i>Turfstone (north side along building)</i></u>			<u><i>Turfstone (north side along Satterfield Landing)</i></u>			<u><i>Pervious Concrete (Replace Existing Drive Aisle)</i></u>		
Turfstone	1,731	(sf)	Turfstone	801	(sf)	Pervious Concrete	8,993	(sf)
Average Top of Pavement Elevation	10.7		Average Top of Pavement Elevation	10.4		Average Top of Pavement Elevation	10.3	
Thickness of Pavement	0.33	(ft)	Thickness of Pavement	0.33	(ft)	Thickness of Pavement	0.67	(ft)
Base Void Space	40%		Base Void Space	40%		Base Void Space	40%	
Base Depth	0.00	(feet)	Base Depth	0.00	(feet)	Base Depth	0.67	(feet)
Gravel Base Storage	0	(cf)	Gravel Base Storage	0	(cf)	Gravel Base Storage	2,410	(cf)
<i>Interstitial (below of gravel base)</i>			<i>Interstitial (below of gravel base)</i>			<i>Interstitial (below of gravel base)</i>		
Average elevation of subgrade	10.4		Average elevation of subgrade	10.1		Average elevation of subgrade	9.0	
Elevation of SHWT	6.3		Elevation of SHWT	6.3		Elevation of SHWT	6.3	
Subgrade Void Space	20%		Subgrade Void Space	20%		Subgrade Void Space	20%	
Depth	4.1	(cf)	Depth	3.8		Depth	2.7	
Interstitial Volume Below Base:	1,409		Interstitial Volume Below Base:	604		Interstitial Volume Below Base:	4,784	
Total Volume Managed	1,409	(cf)	Total Volume Managed	604	(cf)	Total Volume Managed	7,194	(cf)
<u><i>Turfstone (East side along building)</i></u>			<u><i>Turfstone (East side along US-158)</i></u>			<u><i>Turfstone (West Side)</i></u>		
Turfstone	1,011	(sf)	Turfstone	1,722	(sf)	Turfstone	434	(sf)
Average Top of Pavement Elevation	10.6		Average Top of Pavement Elevation	10.1		Average Top of Pavement Elevation	10.5	
Thickness of Pavement	0.33	(ft)	Thickness of Pavement	0.33	(ft)	Thickness of Pavement	0.33	(ft)
Base Void Space	40%		Base Void Space	40%		Base Void Space	40%	
Base Depth	0.00	(feet)	Base Depth	0.00	(feet)	Base Depth	0.00	(feet)
Gravel Base Storage	0	(cf)	Gravel Base Storage	0	(cf)	Gravel Base Storage	0	(cf)
<i>Interstitial (below of gravel base)</i>			<i>Interstitial (below of gravel base)</i>			<i>Interstitial (below of gravel base)</i>		
Average elevation of subgrade	10.3		Average elevation of subgrade	9.8		Average elevation of subgrade	10.2	
Elevation of SHWT	6.3		Elevation of SHWT	6.3		Elevation of SHWT	6.3	
Subgrade Void Space	20%		Subgrade Void Space	20%		Subgrade Void Space	20%	
Depth	4.0		Depth	3.5		Depth	3.9	
Interstitial Volume Below Base:	803		Interstitial Volume Below Base:	1,195		Interstitial Volume Below Base:	336	
Total Volume Managed	803	(cf)	Total Volume Managed	1,195	(cf)	Total Volume Managed	336	(cf)

SUMMARY OF STORMWATER MANAGEMENT

Turfstone (north side along building)	1,409	(cf)
Turfstone (north side along Satterfield Landing)	604	(cf)
Pervious Concrete (Replace Existing Drive Aisle)	7,194	(cf)
Turfstone (East side along building)	803	(cf)
Turfstone (East side along US-158)	1195.1	(cf)
Turfstone (West Side)	335.9	(cf)
TOTAL STORMWATER MANAGED	11,541	(cf)
TOTAL STORMWATER REQUIRED	9,975	(cf)
PERCENT MANAGED OF REQUIRED:	115.7%	

Volumetric Runoff Calculations Simple Method

Project Name : TW's Expansion

Existing Infiltration Basin				
Basin Information				
Drainage Area	32,730	SF	0.75 Acres	
Existing Impervious Area	4,250	SF		
Proposed Impervious Area	6,087	SF		
% Impervious Area (total)	31.6%			
Impervious Surface Area			<i>existing</i>	<i>existing (to remain)</i>
On-site Buildings or Lot BUA	9,993	SF	4,250	4,250
Streets	0	SF	0	0
On-site Parking	0	SF	0	0
On-site Sidewalks (included uner roof)	0	SF	0	0
Other on-site	344	SF	0	0
Future	0	SF	0	0
Off-site	0	SF	0	0
Total:	10,337	SF	4,250	4,250
				5,743

Runoff Calculations (Simple Method)		
	Town	NCDEQ
Design Runoff (in)	4.3	1.5
Total Area (sf)	32,730	32,730
Coverage	31.6%	31.6%
R(v)	0.334	0.334
Rainfall Volume	3,920	1,367

Nags Head 4.3": **3,920**
 NCDEQ (1.5"): **1,367**

**TW's BAIT TACKLE
STORMWATER MANAGEMENT CALCULATIONS
INFILTRATION BASIN DESIGN**

Project
Drainage Area

TW's
Infiltration Basin

By : mjm
Date : 12/17/25
Rev: 01/13/26

Infiltration Basin

	elevation (msl)	area (sf)
Top of Basin	10.3	6,195
Bottom of basin:	8.3	3,521
Open Storage Volume	9,716	
ESHWI Elev.:	6.3	(msl)
Interstitial Volume Below Basin:	3,013	(cf)
Void Space:	20%	
Total Volume Managed	12,729	(cf)
Town of Nags Head Requirements	3,920	(cf)
% of Required Stormwater Managed	325%	

Volumetric Runoff Calculations Simple Method

Project Name : TW's Expansion

West Side (Pervious Pavement)

Basin Information		
Drainage Area	24,194	SF
Existing Impervious Area	8	SF
Proposed Impervious Area	21,782	SF
% Impervious Area (total)	90.1%	

0.56 Acres

Impervious Surface Area		
On-site Buildings or Lot BUA	5,220	SF
Streets	0	SF
On-site Parking	15,509	SF
On-site Sidewalks	927	SF
Other on-site	134	SF
Future	0	SF
Off-site	0	SF
Total:	21,790	SF

<i>existing</i>	<i>existing (to remain)</i>	<i>proposed (additional)</i>
0	0	5,220
0	0	0
0	0	15,509
0	0	927
8	8	126
0	0	0
0	0	0
8	8	21,782

Pavement (existing)

0 sf Impervious Pavement
0 sf Pervious Pavement
67% Pervious accounted for Runoff
0 Applied BUA

Pavement (ex. to remain)

0 sf Impervious Pavement (conc)
0 sf Pervious Pavement
67% Pervious accounted for Runoff
0 Applied BUA

Pavement (proposed)

1,201 sf Impervious Pavement
14,308 sf Pervious Pavement
100% Pervious accounted for Runoff
15,509 Applied BUA

Runoff Calculations (Simple Method)

	Town	NCDEQ
Design Runoff (in)	4.3	1.5
Total Area (sf)	24,194	24,194
Coverage	90.1%	90.1%
R(v)	0.861	0.861
Rainfall Volume	7,461	2,603

Nags Head 4.3": **7,461**
NCDEQ (1.5"): **2,603**

STORMWATER MANAGEMENT CALCULATIONS - PERVIOUS PAVEMENT

Project
Drainage Area

TW's
West Portion of Site

By : mjm
Date : 01/09/26

SUMMARY OF STORMWATER MANAGEMENT

Pervious Concrete (Drive Aisle)	5,510	(cf)
Pervious Concrete (Parking Spaces)	4,967	(cf)
TOTAL STORMWATER MANAGED	10,477	(cf)
TOTAL STORMWATER REQUIRED	7,461	(cf)
PERCENT MANAGED OF REQUIRED:	140.4%	

<u>Pervious Concrete (Drive Aisle)</u>		
Pervious Concrete	7,446	(sf)
Average Top of Pavement Elevation	10.0	
Thickness of Pavement	0.67	(ft)
Base Void Space	40%	
Base Depth	0.67	(feet)
Gravel Base Storage	1,996	(cf)
<i>Interstitial (below of gravel base)</i>		
Average elevation of subgrade	8.7	
ESHWI Elev.:	6.3	(msl)
Subgrade Void Space	20%	
Depth	2.4	(cf)
Interstitial Volume Below Base:	3,515	
Total Volume Managed	5,510	(cf)

<u>Pervious Concrete (Parking Spaces)</u>		
Pervious Concrete	6,861	(sf)
Average Top of Pavement Elevation	10.0	
Thickness of Pavement	0.50	(ft)
Base Void Space	40%	
Base Depth	0.42	(feet)
Gravel Base Storage	1,153	(cf)
<i>Interstitial (below of gravel base)</i>		
Average elevation of subgrade	9.1	
ESHWI Elev.:	6.3	(msl)
Subgrade Void Space	20%	
Depth	2.8	
Interstitial Volume Below Base:	3,815	
Total Volume Managed	4,967	(cf)

**TW'S Bait Tackle
Stormwater Management Summary**

Drainage Area	4.3" Runoff (cf)	Basin Storage (cf)	Pervious Pavement Storage (cf)
East side of site (Pervious Concrete & Turfstone)	9,975		11,541
West Site of Site (Pervious Concrete)	7,461		10,477
Existing Infiltration Area	3,920	12,729	
TOTAL:	21,356		34,747 163%

I. NARRATIVE:

COASTAL BLUEWATER CAPITAL LLC HAS PURCHASED LOT 2A-1R OF THE CHARLES L SINEATH DIVISION (0.87 AC) LOCATED BEHIND TWS BAIT & TACKLE AT 2230 IN NAGS HEAD AND IT IS BEING RECOMBINED WITH THE TWS PARCEL FOR A TOTAL OF 2.21 ACRES. ALL OF THE 0.87 ACRE PARCEL HAS BEEN CLEARED FOR DEVELOPMENT. THE PARCEL IS LEVEL WITH ELEVATIONS BETWEEN 8.5 AND 9.8 FEET ABOVE MSL.

DEVELOPMENT PLANS INCLUDE A COMBINATION OF RETAIL AND STORAGE. DEVELOPMENT OF THE SITE WILL INCLUDE TWO STRUCTURES, PARKING AND DRIVE AISLES COMPRISED OF PERVIOUS CONCRETE, INSTALLATION OF A SEPTIC SYSTEM, DRAINAGE SYSTEM AND WATER CONNECTIONS.

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)

III. CONSTRUCTION SEQUENCE:

- OBTAIN TOWN OF NAGS HEAD AND NCDEQ APPROVAL
- FLAG OR STAKE WORK LIMITS
- HOLD PRE-CONSTRUCTION MEETING
- RELOCATE EXISTING FIRE HYDRANT
- INSTALL CONSTRUCTION ENTRANCE
- INSTALL SILT FENCING
- COMMENCE EARTHWORK
- COMMENCE CONSTRUCTION OF INFRASTRUCTURE, NEW BUILDING AND UTILITIES
- INSTALL LANDSCAPING
- SEED, FERTILIZE AND WATER DISTURBED AREA TO STABILIZE

IV. SEDIMENTATION AND EROSION CONTROL NOTES:

- 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.
- 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 800-632-4849. 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:
EXPPOSED 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 BURNING OF DEBRIS ON SITE IS PERMITTED. NO ON-SITE BURNING IS PERMITTED UNLESS OTHERWISE APPROVED BY THE LOCAL FIRE MARSHALL, MUNICIPAL AGENCY OF JURISDICTION AND THE OWNER.
- EXCAVATION AND EMBANKMENT:
ANY OFF-SITE MATERIAL BROUGHT ONTO 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.
- EXISTING INFORMATION:
THE EXISTING SURVEY AND SITE TOPOGRAPHIC INFORMATION SHOWN IS BASED UPON SURVEY INFORMATION PROVIDED BY SEABOARD SURVEYING AND PLANNING AS SURVEYED NOVEMBER 2025.

TOWN LAND DISTURBANCE APPROVAL AND NCG01 NOTES:

Prior to any land disturbing activities, the applicant shall submit a properly executed financial responsibility agreement to the Town of Nags Head with associative plan review fee \$50 for 1st acre and \$40 for each additional acre. Upon approval, the Town shall provide a letter of approval which will be needed to obtain the NCG01 Construction Stormwater Permit.

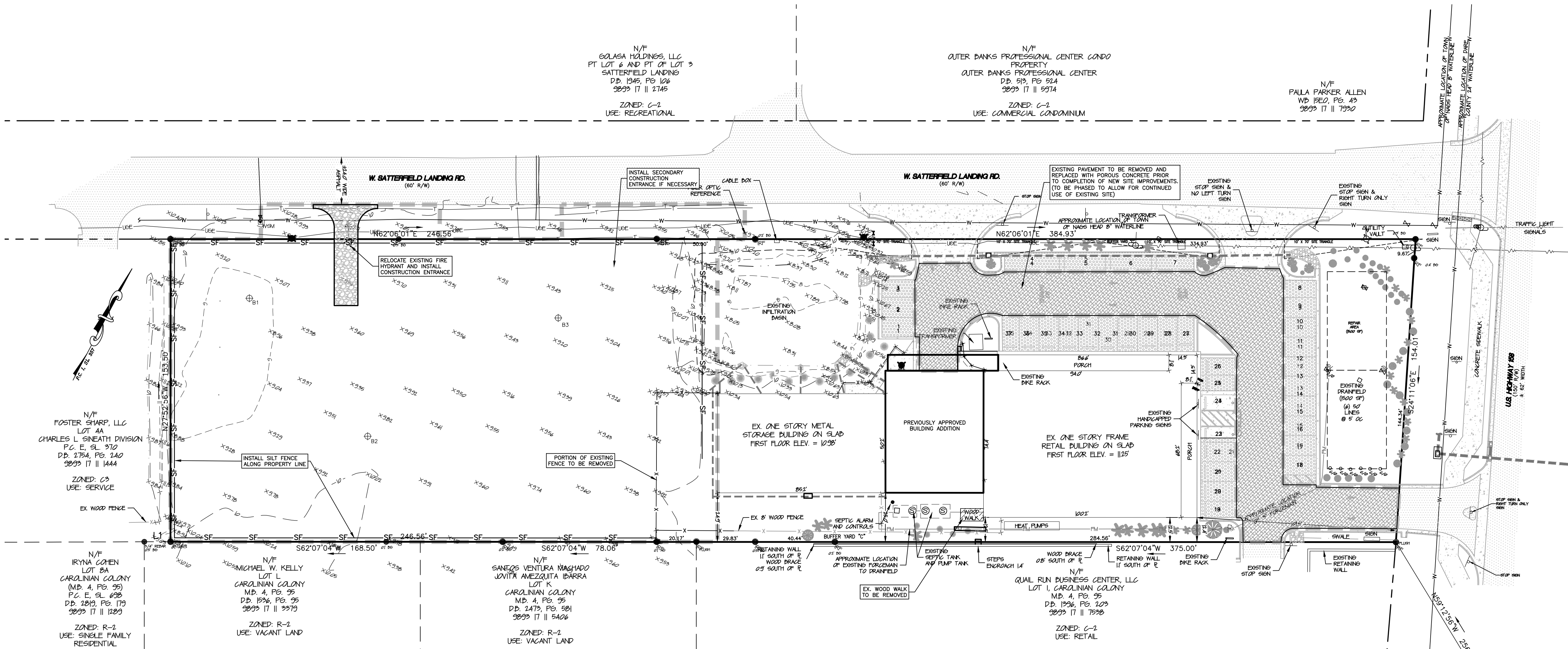
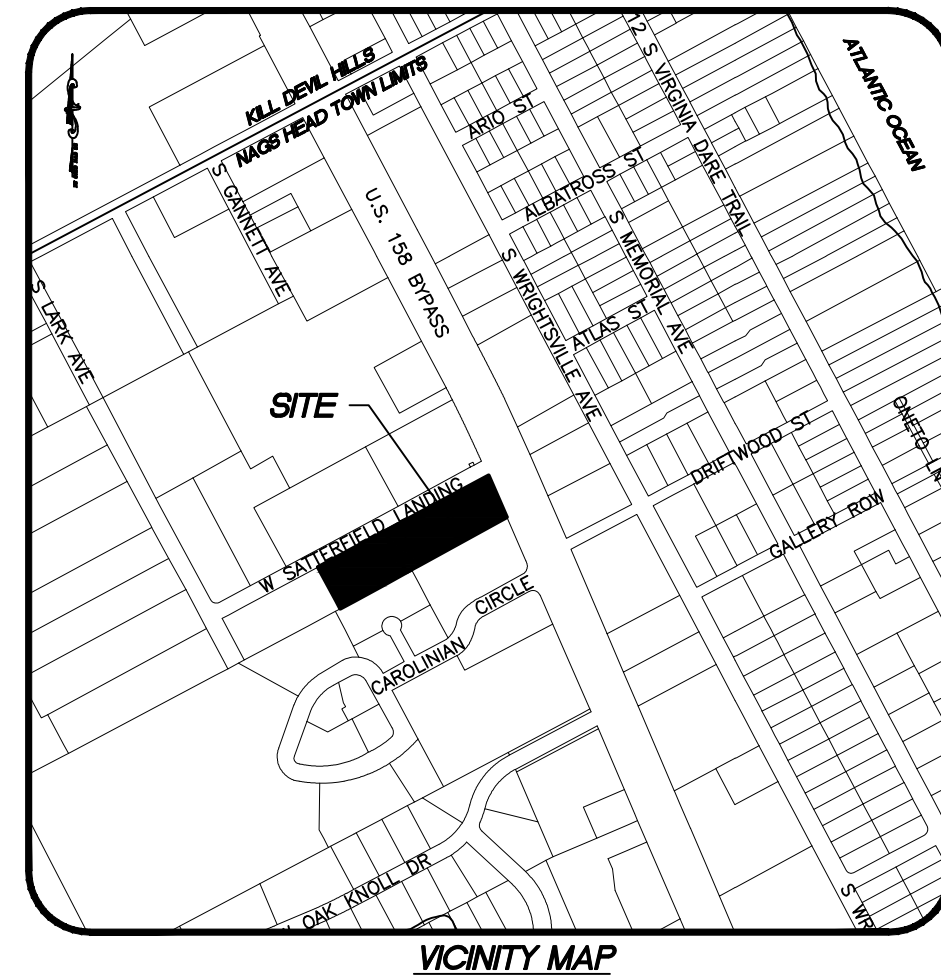
An NCDEQ NC Construction general permit NCG01 shall be obtained through NCDEQ in advance of construction activities taking place. This application can be filed electronically at the following location <https://www.deq.nc.gov/accessdeq>. The Electronic Notice of Intent (E-NOI) process requires an online form to be filled out and a fee to be paid prior to the issuance of a Certificate of Coverage and NCG01 Permit.

Inspection and monitoring records for activities under the stormwater general permit are to be maintained during the course of construction. These forms can be downloaded at <https://www.deq.nc.gov/about/divisions/energy-mineral-and-landresources/stormwater/stormwater-program/npdes-construction-program>.



Know what's below.
Call before you dig.

PRELIMINARY ONLY
NOT FOR
CONSTRUCTION



NOTE:
APPLICABLE AT ALL POINTS OF INGRESS & EGRESS UNTIL SITE IS STABILIZED. FREQUENT CHECKS OF THE DEVICE AND TIMELY MAINTENANCE MUST BE PROVIDED.

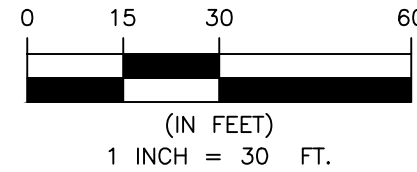
NOTES:

- WASHED STONE (#4 STONE OR 2" TO 3" AGGREGATE). PAD TO BE 50' L X 20' W X 6" D AT A MINIMUM.
- TURNING RADIUS SUFFICIENT TO ACCOMMODATE LARGE TRUCKS IS TO BE PROVIDED.
- ENTRANCE(S) SHOULD BE LOCATED TO PROVIDE FOR MAXIMUM UTILITY BY ALL CONSTRUCTION VEHICLES.
- MUST BE MAINTAINED IN A CONDITION WHICH WILL PREVENT TRACKING OR DIRECT FLOW OF MUD ONTO STREETS. PERIODIC TOP DRESSING WITH STONE SHALL BE NECESSARY.

CONSTRUCTION ENTRANCE DETAIL

NTS

GRAPHIC SCALE



LEGEND

⊙ _{RF}	IRON ROD FOUND	□	EXISTING CURB INLET
---	RIGHT OF WAY	□	EXISTING DROP INLET
---	PROPERTY BOUNDARY	→	STORMWATER FLOW ARROW
---	EXISTING POWER POLE	---	EXISTING DRAINAGE PIPE
---	EXISTING GUY WIRE	---	EXISTING DITCH/SWALE
---	OVERHEAD ELECTRIC	⊙	EXISTING SANITARY MANHOLE
⊙	EXISTING TELEPHONE PEDESTAL	⊙	EXISTING SANITARY VALVE
⊙	EXISTING CABLE TV PEDESTAL	⊙	EXISTING SANITARY CLEANOUT
⊙	EXISTING FIBER OPTIC REFERENCE	FM	EXISTING FORCEMAIN
⊙	EXISTING LIGHT POLE	⊙	EXISTING FIRE HYDRANT
⊙	EXISTING CONCRETE	⊙	EXISTING WATER METER
⊙	EXISTING PAVEMENT	⊙	EXISTING WATER VALVE
⊙	EXISTING TURFSTONE	W	EXISTING WATERLINE
⊙	PROPOSED CONCRETE (SIDEWALKS AND HC PARKING)	⊙	HANDICAP PARKING
⊙	PROPOSED PERMEABLE CONCRETE (HEAVY DUTY (DRIVE AISLE, APRONS))	⊙	SIGNAGE
⊙	PROPOSED PERMEABLE CONCRETE (STANDARD (PARKING SPACES))	⊙	TRAFFIC FLOW ARROWS
⊙		⊙	WHEELSTOPS
⊙		⊙	EXISTING TREELINE
⊙		⊙	EXISTING FENCE
⊙		⊙	EXISTING LANDSCAPING

DEMO AND EROSION CONTROL PLAN

TW'S BAIT & TACKLE
2230 S CROATAN HIGHWAY

NORTH CAROLINA

DARE COUNTY

TOWNSHIP

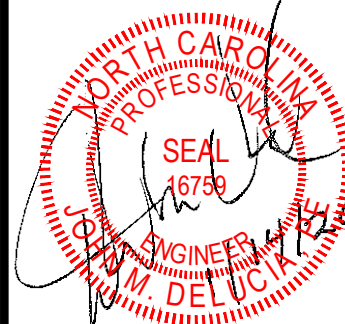
NAGS HEAD

DATE:	12/18/2025
SURVEYED:	SEE NOTES
DESIGNED:	MJM
DRAWN:	KCA
CHECKED:	JMD
FILE:	06135L

SCALE:
1" = 30'

C101

PROJ. NO. 06135L



REVISIONS	BY	DATE	DESCRIPTION
1	MDA	01/13/2026	PER TRC COMMENTS

NO.	DATE	DESCRIPTION
1	01/13/2026	PER TRC COMMENTS

NO.	DATE	DESCRIPTION
1	01/13/2026	PER TRC COMMENTS

NO.	DATE	DESCRIPTION
1	01/13/2026	PER TRC COMMENTS

NO.	DATE	DESCRIPTION
1	01/13/2026	PER TRC COMMENTS

NO.	DATE	DESCRIPTION
1	01/13/2026	PER TRC COMMENTS

NO.	DATE	DESCRIPTION
1	01/13/2026	PER TRC COMMENTS

NO.	DATE	DESCRIPTION
1	01/13/2026	PER TRC COMMENTS

NO.	DATE	DESCRIPTION
1	01/13/2026	PER TRC COMMENTS

NO.	DATE	DESCRIPTION
1	01/13/2026	PER TRC COMMENTS

DATE: _____ PAGE: _____

8" MAX. STANDARD STRENGTH FABRIC WITH WIRE FENCE
6" MAX. EXTRA STRENGTH FABRIC WITHOUT WIRE FENCE

STEEL POST

WIRE FENCE

PLASTIC OR WIRE TIES

18-24"

8" DOWN & 4" FORWARD ALONG THE TRENCH

24"

WIRE FENCE

PLASTIC OR WIRE

FILTER FABRIC

BACKFILL TRENCH AND COMPACT THOROUGHLY

8" MIN.

4" MIN.

CROSS SECTION VIEW

UPSLOPE

Notes:

- Construct the sediment barrier of standard strength or extra strength synthetic filter fabrics.
- Ensure that the height of the sediment fence does not exceed 24 inches above the ground. (Higher fences may impound volumes of water sufficient to cause failure of the structure).
- Construct the filter fabric from a continuous roll out to the length of the barrier to avoid joints. When joints are necessary, securely fasten the filter cloth only at a support post with 4 feet minimum overlap to the next post.
- Support standard strength filter fabric by wire mesh fastened securely to the upslope side of the posts. Extend the wire mesh support to the bottom of the trench. Fasten the wire reinforcement, then fabric on the upslope side of the fence post. Wire or plastic zip ties should have a minimum 50 pound tensile strength.
- When a wire mesh support fence is used, space posts a maximum of 8 feet apart. Supports should be driven securely into the ground a minimum of 24 inches. Wire mesh should be a minimum 14-gauge with 6 inch mesh spacing.
- Extra strength filter fabric with 0 foot post spacing does not require a wire mesh support fence. Securely fasten the filter fabric directly to posts. Wire or plastic zip ties should have a minimum of 50 pound tensile strength.
- Excavate the trench approximately 4 inches wide and 8 inches deep along the proposed line of the posts and upslope from the barrier.
- Place 12 inches of fabric along the bottom and side of the trench.
- Backfill the trench with soil placed over the filter fabric and compact. Thorough compaction of the backfill is critical to all fence performance.
- Do not attach filter fabric to existing trees.
- Do not place across ditches, streams, or any other areas of concentrated flow.

Effective Date: 9/1/2023
In accordance with the 2013
Design Manual Updates

DATE: _____ PAGE: _____

CONSIDERATIONS FOR CONSTRUCTION SCHEDULING

CONSTRUCTION ACTIVITY	SCHEDULE CONSIDERATION
CONSTRUCTION ACCESS: Construction entrance, construction routes, equipment parking areas.	First land-disturbing activity. Stabilize bare areas immediately with gravel and temporary vegetation as construction takes place.
SEDIMENT TRAPS AND BARRIERS: Basin traps, sediment fences, and outlet protection.	Install principal basins after construction site is accessed. Install additional traps and barriers as needed during grading.
RUNOFF CONTROL: Diversions, perimeter dikes, water bars, and runoff-control measures during grading.	Install key practices after principal sediment traps and before land grading. Install additional runoff-control measures during grading.
RUNOFF CONVEYANCE SYSTEM: Stabilize streambanks, storm drains, channels, inlet and outlet protection, and slope drains.	Where necessary, stabilize streambanks as early as possible. Install principal runoff conveyance system with runoff-control measures. Install remainder of system after grading.
LANDING CLEARING AND GRADING: Site preparation - cutting, filling and grading, sediment traps, barriers, diversions, drains, and surface roughening.	Begin major clearing and grading AFTER principal sediment and key runoff-control measures are installed. Clear borrow and disposal areas only as needed. Install additional control measures as grading progresses. Mark trees and buffer areas for preservation.
SURFACE STABILIZATION: Temporary and permanent seeding, mulching, sodding and riprap.	Apply temporary or permanent stabilization measures immediately on all disturbed areas where work is delayed or complete.
BUILDING CONSTRUCTION: Buildings, utilities, and paving.	Install necessary additional erosion and sedimentation control practices as work takes place.
LANDSCAPE AND FINAL STABILIZATION: Topsoiling, trees and shrubs, permanent seeding, mulching, sodding, and riprap.	Last construction phase: Stabilize all open areas, including borrow and spoil areas. Remove and stabilize all temporary control areas.

NOTE: The above are the main aspects of a typical construction sequence in general terms. A Construction Sequence should be site specific based on your project and site needs. As a minimum, the construction sequence schedule should follow the following:

- The erosion and sedimentation control practices to be installed,
- Principal development activities,
- What measures should be in place before other activities are begun, and
- Compatibility with the general construction schedule of the contract.

Many timely construction techniques can reduce the erosion potential of a site, such as (1) shaping erosion fills daily to prevent overflows and (2) constructing temporary diversions ahead of anticipated storms. These types of activities cannot be put on the construction sequence schedule, but should be used whenever possible.

DATE: _____ PAGE: _____

CONSTRUCTION SEQUENCING

Effective Date: 9/1/2023
In accordance with the 2013
Design Manual Updates

DATE: _____ PAGE: _____

TEMPORARY SEEDING RECOMMENDATIONS FOR LATE WINTER AND EARLY SPRING

Seeding Mixture

Species	Rate (lb/acre)
Rye (grain)	120
Annual lespedeza (Koba in Piedmont and Coastal Plain, Korean in Mountains)	50
On-site annual lespedeza when duration of temporary cover is not to exceed beyond June	

Seeding Dates

Mountains—Above 2500 feet: Feb. 15 - May 15
Piedmont and Coastal Plain—Feb. 1 - May 1

Mulch

Apply 4,000 lb/acre straw. Anchor straw by tacking with asphalt, netting, or a mulch anchoring tool. A disk with blades set nearly straight can be used as a mulch anchoring tool.

Maintenance

Reassess if growth is not fully adequate. Reassess, reseed, and mulch immediately following erosion or other damage.

SEED BED PREPARATION:

LIMING—Apply lime according to soil test recommendations. If the pH (activity) of the soil is not known, an application of ground agricultural limestone at the rate of 1-1 1/2 tons/acre on coarse-textured soils and 2-3 tons/acre on fine-textured soils is usually sufficient. Apply limestone uniformly and incorporate into the top 4-6 inches of soil. Soils with a pH of 6 or higher need not be limed.

FERTILIZER—Base application rates on soil tests. When these are not possible, apply a 10-10-10 grade fertilizer at 700 - 1,000 lb/acre. Both fertilizer and lime should be incorporated into the top 4-6 inches of soil. If a hydraulic seeder is used, do not mix seed and fertilizer more than 30 minutes before application.

SURFACE ROUGHENING—If recent tillage operations have resulted in a loose surface additional roughening may not be required, except to break up large clods. If rainfall causes the surface to become sealed or crusted, loosen it just prior to seeding by raking, harrowing, or other suitable methods for fine grading. The finished grade shall be a smooth even soil surface with a loosen uniformly fine texture. All ridges and depressions shall be removed and filled to provide the approved surface drainage. Planting is to be done immediately after finished grades are obtained and seeded preparation is completed.

DATE: _____ PAGE: _____

TEMPORARY SEEDING

Effective Date: 9/1/2023
In accordance with the 2013
Design Manual Updates

NON-INVASIVE PERMANENT SEEDING RECOMMENDATIONS FOR LATE WINTER AND EARLY SPRING

SEEDING MIXTURE

Species	Rate
Centipede	5 lb/acre
Indian Woodsats	1.5-2.5 lb/acre*
Virginia Wild Rye	4-6 lb/acre

NON-INVASIVE PERMANENT SEEDING RECOMMENDATIONS FOR SUMMER

SEEDING MIXTURE

Species	Rate
Indian Woodsats	1.5-2.5 lb/acre*
Indian Woodsats	4-6 lb/acre

NON-INVASIVE PERMANENT SEEDING RECOMMENDATIONS FOR FALL

SEEDING MIXTURE

Species	Rate
Hard Fescue	15 lb/acre
Switchgrass	2.5-3.5 lb/acre*
Indian Grass	5-7 lb/acre*
Big Bluestem	5-7 lb/acre*
Indian Woodsats	1.5-2.5 lb/acre*
Virginia Wild Rye	4-6 lb/acre*

Seeding Dates

Coastal or Eastern Piedmont for Centipede: Sept. 1 - May 1
Coastal and Piedmont for Indian Woodsats and Virginia Wild Rye: Feb 15 - April 1
Mountains for Indian Woodsats and Virginia Wild Rye: March 1 - May 15

Maintenance:

Significant maintenance may be required to obtain desired cover.

SEED BED PREPARATION:

LIMING—Apply lime according to soil test recommendations. If the pH (activity) of the soil is not known, an application of ground agricultural limestone at the rate of 1 to 1 1/2 tons/acre on coarse-textured soils and 2-3 tons/acre on fine-textured soils is usually sufficient. Apply limestone uniformly and incorporate into the top 4-6 inches of soil. Soils with a pH of 6 or higher need not be limed.

FERTILIZER—Base application rates on soil tests. When these are not possible, apply a 10-10-10 grade fertilizer at 700-1,000 lb/acre. Both fertilizer and lime should be incorporated into the top 4-6 inches of soil. If a hydraulic seeder is used, do not mix seed and fertilizer more than 30 minutes before application.

SURFACE ROUGHENING—If recent tillage operations have resulted in a loose surface additional roughening may not be required, except to break up large clods. If rainfall causes the surface to become sealed or crusted, loosen it just prior to seeding by raking, harrowing, or other suitable methods for fine grading. The finished grade shall be a smooth even soil surface with a loosen uniformly fine texture. All ridges and depressions shall be removed and filled to provide the approved surface drainage. Planting is to be done immediately after finished grades are obtained and seeded preparation is completed.

NOTES:

- Permanent seeding, sodding or other means of stabilization are required when all construction work is completed according to the NPDES timeframes table.
- A North Carolina Department of Agriculture soils test (or equal) is highly recommended to be obtained for all areas to be seeded, sgruffed, sodded or planted.
- Use a seeding mix that will produce fast-growing native species and includes non-invasive species that will eventually provide a permanent groundcover. Soil blankets may be used in lieu of nurse crops.
- Max. tack or crimp mulch, as needed to stabilize seeded areas until establishment. Mulch must cover at least 80% of the soil surface.
- Ground cover shall be maintained until permanent vegetation is established and stable against accelerated erosion.

DATE: _____ PAGE: _____

PERMANENT SEEDING

Effective Date: 9/1/2023
In accordance with the 2013
Design Manual Updates

GROUND STABILIZATION AND MATERIALS HANDLING PRACTICES FOR COMPLIANCE WITH THE NCG01 CONSTRUCTION GENERAL PERMIT

Implementing the details and specifications on this plan sheet will result in the construction activity being considered compliant with the Ground Stabilization and Materials Handling sections of the NCG01 Construction General Permit (Sections E and F, respectively). The permittee shall comply with the Erosion and Sediment Control plan approved by the delegated authority having jurisdiction. All details and specifications shown on this sheet may not apply depending on site conditions and the delegated authority having jurisdiction.

SECTION E: GROUND STABILIZATION		
Required Ground Stabilization Timeframes		
Site Area Description	Stabilize within this many calendar days after ceasing land disturbance	Timeframe variations
(a) Perimeter dikes, swales, ditches, and perimeter slopes	7	None
(b) High Quality Water (H2O) Zones	7	None
(c) Slopes steeper than 3:1	7	If slopes are 10' or less in length and are not steeper than 2:1, 14 days are allowed. 7 days for slopes greater than 50' in length and with slopes steeper than 4:1 7 days for perimeter dikes, swales, ditches, perimeter slopes and HQW Zones 10 days for Falls Lake Watershed
(d) Slopes 3:1 to 4:1	14	
(e) Areas with slopes flatter than 4:1	14	7 days for perimeter dikes, swales, ditches, perimeter slopes and HQW Zones 10 days for Falls Lake Watershed unless there is zero slope

NOTE: After the permanent cessation of construction activities, any areas with temporary ground stabilization shall be converted to permanent ground stabilization as soon as practicable but in no case longer than 90 calendar days after the last land disturbing activity. Temporary ground stabilization shall be maintained in a manner to render the surface stable against accelerated erosion until permanent ground stabilization is achieved.

GROUND STABILIZATION SPECIFICATION	
Stabilize the ground sufficiently so that rain will not dislodge the soil. Use one of the techniques in the table below:	
Temporary Stabilization	Permanent Stabilization
- Temporary grass seed covered with straw or other mulches and tackifiers - Hydroseeding - Roller erosion control products with or without temporary grass seed - Appropriately applied straw or other mulch - Plastic sheeting	- Permanent grass seed covered with straw or other mulches and tackifiers - Geotextile fabrics such as permanent soil reinforcement matting - Hydroseeding - Shrubs or other permanent plantings covered with mulch - Uniform and evenly distributed ground cover sufficient to restrain erosion - Structural methods such as concrete, asphalt or retaining walls - Roller erosion control products with grass seed

- POLYACRYLAMIDES (PAMS) AND FLOCCULANTS**
- Select flocculants that are appropriate for the soils being exposed during construction, selecting from the NC DWR List of Approved PAMS/Flocculants.
 - Apply flocculants at or before the inlets to Erosion and Sediment Control Measures.
 - Apply flocculants at the concentrations specified in the NC DWR List of Approved PAMS/Flocculants and in accordance with the manufacturer's instructions.
 - Provide ponding area for containment of treated Stormwater before discharging offsite.
 - Store flocculants in leak-proof containers that are kept under storm-resistant cover or surrounded by secondary containment structures.

- EQUIPMENT AND VEHICLE MAINTENANCE**
- Maintain vehicles and equipment to prevent discharge of fluids.
 - Provide drip pans under any stored equipment.
 - Identify leaks and repairs as soon as feasible, or remove leaking equipment from the project.
 - Collect all spent fluids, store in separate containers and properly dispose as hazardous waste (recycle where possible).
 - Remove leaking vehicles and construction equipment from service until the problem has been corrected.
 - Bring used fuels, lubricants, coolants, hydraulic fluids and other petroleum products to a recycling or disposal center that handles these materials.

- LITTER, BUILDING MATERIAL AND LAND CLEARING WASTE**
- Never bury or burn waste. Place litter and debris in approved waste containers.
 - Provide a sufficient number and size of waste containers (e.g. dumpster, trash receptacle) on site to contain construction and domestic wastes.
 - Locate waste containers at least 50 feet away from storm drain inlets and surface waters unless no other alternatives are reasonably available.
 - Locate waste containers on areas that do not receive substantial amounts of runoff from upland areas and does not drain directly to a storm drain, stream or wetland.
 - Cover waste containers at the end of each workday and before storm events or provide secondary containment. Repair or replace damaged waste containers.
 - Anchor all lightweight items in waste containers during times of high winds.
 - Empty waste containers as needed to prevent overflow. Clean up immediately if containers overflow.
 - Dispose waste off-site at an approved disposal facility.
 - On business days, clean up and dispose of waste in designated waste containers.

- PAINT AND OTHER LIQUID WASTE**
- Do not dump paint and other liquid waste into storm drains, streams or wetlands.
 - Locate paint washouts at least 50 feet away from storm drain inlets and surface waters unless no other alternatives are reasonably available.
 - Contain liquid wastes in a controlled area.
 - Containment must be labeled, sized and placed appropriately for the needs of site.
 - Prevent the discharge of soaps, solvents, detergents and other liquid wastes from construction sites.

- PORTABLE TOILETS**
- Install portable toilets on level ground, at least 50 feet away from storm drains, streams or wetlands unless there is no alternative reasonably available. If 50 foot offset is not attainable, provide relocation of portable toilet behind silt fence or place on a gravel pad and surround with sand bags.
 - Provide staking or anchoring of portable toilets during periods of high winds or in high foot traffic areas.
 - Monitor portable toilets for leaking and properly dispose of any leaked material. Utilize a licensed sanitary waste hauler to remove leaking portable toilets and replace with properly operating unit.

- EARTHEN STOCKPILE MANAGEMENT**
- Show stockpile locations on plans. Locate earthen-material stockpile areas at least 50 feet away from storm drain inlets, sediment basins, perimeter sediment controls and surface waters unless it can be shown no other alternatives are reasonably available.
 - Protect stockpile with silt fence installed along toe of slope with a minimum offset of five feet from the toe of stockpile.
 - Provide stable stone access point when feasible.
 - Stabilize stockpile within the timeframes provided on this sheet and in accordance with the approved plan and any additional requirements. Soil stabilization is defined as vegetative, physical or chemical coverage techniques that will restrain accelerated erosion on disturbed soils for temporary or permanent control needs.



NCG01 GROUND STABILIZATION AND MATERIALS HANDLING

EFFECTIVE: 04/01/19

PART III

SELF-INSPECTION, RECORDKEEPING AND REPORTING

SECTION A: SELF-INSPECTION

Self-inspections are required during normal business hours in accordance with the table below. When adverse weather or site conditions would cause the safety of the inspection personnel to be in jeopardy, the inspection may be delayed until the next business day on which it is safe to perform the inspection. In addition, when a storm event of equal to or greater than 1.0 inch occurs outside of normal business hours, the self-inspection shall be performed upon the commencement of the next business day. Any time when inspections were delayed shall be noted in the Inspection Record.

Inspect	Frequency (during normal business hours)	Inspection records must include:
(1) Rain gauge maintained in good working order	Daily	Daily rainfall amounts. If no daily rain gauge observations are made during weekend or holiday periods, and no individual daily rainfall information is available, record the cumulative rain measurement for those unattended days (are this will determine if a site inspection is needed). Days on which no rainfall occurred shall be recorded as "zero." The permittee may use another rain-monitoring device approved by the Division.
(2) E&SC Measures	At least once per 7 calendar days and within 24 hours of a rain event ≥ 1.0 inch in 24 hours	1. Identification of the measures inspected. 2. Date and time of the inspection. 3. Name of the person performing the inspection. 4. Indication of whether the measures were operating properly. 5. Description of maintenance needs for the measures. 6. Description, evidence, and date of corrective actions taken.
(3) Stormwater discharge (SDCs)	At least once per 7 calendar days and within 24 hours of a rain event ≥ 1.0 inch in 24 hours	1. Identification of the discharge outfalls inspected. 2. Date and time of the inspection. 3. Name of the person performing the inspection. 4. Evidence of indicators of stormwater pollution such as oil sheen, floating or suspended solids or discoloration. 5. Indication of visible sediment leaving the site. 6. Description, evidence, and date of corrective actions taken.
(4) Perimeter of site	At least once per 7 calendar days and within 24 hours of a rain event ≥ 1.0 inch in 24 hours	If visible sedimentation is found outside site limits, then a record of the following shall be made: 1. Actions taken to clean up or stabilize the sediment that has left the site limits. 2. Description, evidence, and date of corrective actions taken; and 3. An explanation as to the actions taken to control future releases.
(5) Streams or wetlands onsite or offsite (where accessible)	At least once per 7 calendar days and within 24 hours of a rain event ≥ 1.0 inch in 24 hours	If the stream or wetland has increased visible sedimentation or a stream has visible increased turbidity from the construction activity, then a record of the following shall be made: 1. Description, evidence and date of corrective actions taken; and 2. Records of the required reports to the appropriate Division Regional permittee on this permit.
(6) Ground stabilization measures	After each phase of grading	1. The phase of grading (installation of perimeter E&SC measures, clearing and grubbing, installation of storm drainage facilities, completion of all land-disturbing activity, construction or redevelopment, permanent ground cover) 2. Documentation that the required ground stabilization measures have been provided within the required timeframe or an assurance that they will be provided as soon as possible.

NOTE: The rain inspection resets the required 7 calendar day inspection requirement.

PART III

SELF-INSPECTION, RECORDKEEPING AND REPORTING

SECTION B: RECORDKEEPING

1. E&SC Plan Documentation

The approved E&SC plan as well as any approved deviation shall be kept on the site. The approved E&SC plan must be kept up-to-date throughout the coverage under this permit. The following items pertaining to the E&SC plan shall be kept on site and available for inspection at all times during normal business hours.

Item to Document	Documentation Requirements
(a) Each E&SC measure has been installed and does not significantly deviate from the locations, dimensions and relative elevations shown on the approved E&SC plan.	Initial and date each E&SC measure on a copy of the approved E&SC plan or complete, date and sign an inspection report that lists each E&SC measure shown on the approved E&SC plan. This documentation is required upon the initial installation of the E&SC measures or if the E&SC measures are modified after initial installation.
(b) A phase of grading has been completed.	Initial and date a copy of the approved E&SC plan or complete, date and sign an inspection report to indicate completion of the construction phase.
(c) Ground cover is located and installed in accordance with the approved E&SC plan.	Initial and date a copy of the approved E&SC plan or complete, date and sign an inspection report to indicate compliance with approved ground cover specifications.
(d) The maintenance and repair requirements for all E&SC measures have been performed.	Complete, date and sign an inspection report.
(e) Corrective actions have been taken to E&SC measures.	Initial and date a copy of the approved E&SC plan or complete, date and sign an inspection report to indicate the completion of the corrective action.

2. Additional Documentation to be Kept on Site

In addition to the E&SC plan documents above, the following items shall be kept on the site and available for inspectors at all times during normal business hours, unless the Division provides a site-specific exemption based on unique site conditions that make this requirement not practical:

(a) This General Permit as well as the Certificate of Coverage, after it is received.

(b) Records of inspections made during the previous twelve months. The permittee shall record the required observations on the Inspection Record Form provided by the Division or a similar inspection form that includes all the required elements. Use of electronically available records in lieu of the required paper copies will be allowed if shown to provide equal access and utility as the hard-copy records.

3. Documentation to be Retained for Three Years

All data used to complete the NOI and all inspection records shall be maintained for a period of three years after project completion and made available upon request. (40 CFR 122.41)

PART III

SELF-INSPECTION, RECORDKEEPING AND REPORTING

SECTION C: REPORTING

1. Occurrences that Must be Reported

Permittees shall report the following occurrences:

(a) Visible sediment deposition in a stream or wetland.

(b) Oil spills if:

- They are 25 gallons or more,
- They are less than 25 gallons but cannot be cleaned up within 24 hours,
- They cause sheen on surface waters (regardless of volume), or
- They are within 100 feet of surface waters (regardless of volume).

(c) Releases of hazardous substances in excess of reportable quantities under Section 311 of the Clean Water Act (Ref: 40 CFR 110.3 and 40 CFR 117.3) or Section 102 of CERCLA (Ref: 40 CFR 302.4) or G.S. 143-215.85.

(d) Anticipated bypasses and unanticipated bypasses.

(e) Noncompliance with the conditions of this permit that may endanger health or the environment.

2. Reporting Timeframes and Other Requirements

After a permittee becomes aware of an occurrence that must be reported, he shall contact the appropriate Division regional office within the timeframes and in accordance with the other requirements listed below. Occurrences outside normal business hours may also be reported to the Department's Environmental Emergency Center personnel at (800) 858-0368.

Occurrence	Reporting Timeframes (After Discovery) and Other Requirements
(a) Visible sediment deposition in a stream or wetland	- Within 24 hours, an oral or electronic notification. - Within 7 calendar days, a report that contains a description of the sediment and actions taken to address the cause of the deposition. Division staff may waive the requirement for a written report on a case-by-case basis. - If the stream is named on the NC 303(d) list as impaired for sediment-related causes, the permittee may be required to perform additional monitoring, inspections or apply more stringent practices if staff determine that additional requirements are needed to assure compliance with the federal or state impaired waters conditions.
(b) Oil spills and release of hazardous substances per item 1(b)(c) above	Within 24 hours, an oral or electronic notification. The notification shall include information about the date, time, nature, volume and location of the spill or release.
(c) Anticipated bypasses (40 CFR 122.41(m)(3))	A report at least ten days before the date of the bypass, if possible. The report shall include an evaluation of the anticipated quality and effect of the bypass.
(d) Unanticipated bypasses (40 CFR 122.41(m)(3))	Within 24 hours, an oral or electronic notification.
(e) Noncompliance with the conditions of this permit that may endanger health or the environment (40 CFR 122.41(f)(7))	- Within 7 calendar days, a report that contains a description of the noncompliance, and its causes; the period of noncompliance, including exact dates and times; and if the noncompliance has not been corrected, the anticipated time noncompliance is expected to continue; and steps taken or planned to reduce, eliminate, and prevent recurrence of the noncompliance. (40 CFR 122.41(f)(8)). - Division staff may waive the requirement for a written report on a case-by-case basis.

PART II, SECTION G, ITEM (4)

DRAW DOWN OF SEDIMENT BASINS FOR MAINTENANCE OR CLOSE OUT

Sediment basins and traps that receive runoff from drainage areas of one acre or more shall use outlet structures that withdraw water from the surface when these devices need to be drawn down for maintenance or close out unless it is infeasible. The circumstances in which it is not feasible to withdraw water from the surface shall be rare (for example, times with extended cold weather). Non-surface withdrawals from sediment basins shall be allowed only when all of the following criteria have been met:

(a) The E&SC plan authority has been provided with documentation of the non-surface withdrawal and the specific time periods or conditions in which it will occur. The non-surface withdrawal shall not commence until the E&SC plan authority has approved these items.

(b) The non-surface withdrawal has been reported as an anticipated bypass in accordance with Part III, Section C, Item (2)(c) and (d) of this permit.

(c) Dewatering structures are treated with controls to minimize discharges of pollutants from stormwater that is removed from the sediment basin. Examples of appropriate controls include properly sized, designed and maintained dewatering tanks, weir tanks, and filtration systems.

(d) Vegetated upland areas of the site or a properly designed stone pad is used to the extent feasible at the outlet of the dewatering treatment devices described in item (c) above.

(e) Velocity dissipation devices such as check dams, sediment traps, and riprap are provided at the discharge points of all dewatering devices, and

(f) Sediment removed from the dewatering treatment devices described in item (c) above is disposed of in a manner that does not cause deposition of sediment into waters of the United States.

NCG01 SELF-INSPECTION, RECORDKEEPING AND REPORTING

EFFECTIVE: 04/01/19

Albemarle & Associates, Ltd.

Engineering - Environmental - Land Planning

1" = 30'

C102

PROJ. NO. 06135L

DEMO AND EROSION CONTROL NOTES & DETAILS

TW'S BAIT & TACKLE

2230 S CROATAN HIGHWAY

NORTH CAROLINA

DARE COUNTY

NACS HEAD TOWNSHIP

NACS HEAD

DATE: 01/14/2026

SUNWEYED: SEE NOTES

DESIGNED: MUM

DRAWN: KCA

CHECKED: JMD

FILE: 06135L

REVISIONS

NO.	DATE	DESCRIPTION
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

BY: _____

SEAL (6734)

REGISTERED PROFESSIONAL ENGINEER

STATE OF NORTH CAROLINA

EXPIRATION DATE: 12/31/2026

SITE PLAN NOTES:

1. CONTACT INFORMATION:

OWNER & DEVELOPER:
COASTAL BLUEWATER CAPITAL, LLC
PO BOX 969
NAGS HEAD, NC 27959

2. PARCEL DATA:

LOT 1A-1R, CHARLES L. SINEATH SUBDIVISION
RECORDED IN P.C. I, SL. 357, DB 2636, PG 444.
DARE COUNTY PIN #: 9893 17 11 6794
PROPERTY ADDRESS: 2230 S CROATAN HIGHWAY, NAGS HEAD

LOT 2A-1R, CHARLES L. SINEATH SUBDIVISION
RECORDED IN P.C. I, SL. 357, DB 2755, PG 26
DARE COUNTY PIN #: 9893 17 11 3533
PROPERTY ADDRESS: 0 W. SATTERFIELD LANDING, NAGS HEAD

(PARCELS HAVE RECENTLY BEEN RECOMBINED, LOT 1-3, P.C. K, SL. 133, BUT DARE COUNTY GIS HAS NOT BEEN UPDATED AT TIME OF THIS PLAN.)

THE PROPERTY IS ZONED (C-2) GENERAL COMMERCIAL DISTRICT.

3. PROJECT DESCRIPTION:

THE OWNER INTENDS TO CONVERT THE PREVIOUSLY APPROVED STORAGE AREA TO 4,774 SF RETAIL AND CONSTRUCT TWO ADDITIONAL BUILDINGS TO ACCOMMODATE ADDITIONAL RETAIL USE AND STORAGE.

4. FLOODPLAIN INFORMATION:

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

5. SURVEY INFORMATION:

EXISTING FEATURES, TOPOGRAPHIC, WETLAND AND BOUNDARY SURVEY INFORMATION HAS BEEN OBTAINED BY SEABOARD SURVEYING & PLANNING, INC. ON APRIL 16, 2018, AND UPDATED AS PER SITE PLAN BY ALBEMARLE & ASSOCIATES, LTD. ON OCTOBER 27, 2022.

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 JURISDICTIONAL WETLANDS ON THE PROPERTY.

TOTAL PROPERTY AREA = 96,228.52 SF (2.209 ACRES)

7. MINIMUM BUILDING SETBACKS:

FRONT - 15'
SIDE - 5' MINIMUM, 15' TOTAL FOR A C-2 CORNER LOT
REAR - 25'

8. LOT AREA:

PARCEL 1A-1R = 58,373.65 SF (1.340 ACRES)
PARCEL 2A-1R = 37,854.87 SF (0.869 ACRES)
TOTAL = 96,228.52 SF (2.209 ACRES)
(PARCELS HAVE RECENTLY BEEN RECOMBINED, P.C. K, SL. 133)

9. LOT COVERAGE:

THE ALLOWABLE COVERAGE IS: 52,925.69 SF
(96,228.52 SF X 55% = 52,925.69 SF)

THE PROPOSED LOT COVERAGE IS:

EXISTING	
BUILDING & CANOPIES	13,608.34 SF
HP STAND & WOOD WALK	192.90 SF
CONCRETE	3,861.50 SF
PAVEMENT	10,283.78 SF
BIKE RACK	8.00 SF
TURFSTONE	4,265.88 SF*
INTERCONNECTION	-183.00 SF*
TOTAL	32,037.40 SF

TO BE REMOVED (PHASE ONE)

CANOPIES	- 457.68 SF
ASPHALT & CONCRETE	-1,877.84 SF
TURFSTONE	- 362.65 SF*
WOOD WALK	- 74.05 SF

NEW IMPROVEMENTS (PHASE ONE)

NEW BUILDING ADDITION	3,079.68 SF
NEW PORCH	163.32 SF
NEW CONCRETE	41.52 SF
TOTAL	32,549.90 SF (33.83%)

*DEDUCTION FOR INTERCONNECTION = -183 SF
*EX TURFSTONE = 6,366.98 SF X 0.67 = 4,265.88 SF
*TURFSTONE TBR = 541.27 SF X 0.67 = 362.65 SF

NEW IMPROVEMENTS (PHASE TWO)

NEW BUILDING A	3,000.00 SF
NEW BUILDING B	6,750.00 SF
NEW COVERED BREEZEWAY	240.00 SF

NEW PERMEABLE HWY DUTY	4,931.66 SF*
NEW PERMEABLE STD	4,338.59 SF*
NEW CONCRETE PARKING, CURB & GUTTER	1,667.01 SF
NEW CONCRETE SIDEWALK	1,232.67 SF
NEW DUMPSTER PAD	200.00 SF
NEW HVAC STANDS	90.00 SF
NEW WALK-IN COOLER	144.00 SF

NEW IMPROVEMENTS (PHASE THREE)	
REMOVE AND REPLACE EX. ASPHALT WITH PERMEABLE CONCRETE	-8,835.96 SF*
	5,920.09 SF

NEW COVERAGE 52,227.96 SF (54.27%)

LEGEND

	IRON ROD FOUND		EXISTING CURB INLET
	RIGHT OF WAY		EXISTING DROP INLET
	PROPERTY BOUNDARY		STORMWATER FLOW ARROW
	EXISTING POWER POLE		EXISTING DRAINAGE PIPE
	EXISTING GUY WIRE		EXISTING DITCH/SWALE
	OVERHEAD ELECTRIC		EXISTING SANITARY MANHOLE
	EXISTING TELEPHONE PEDESTAL		EXISTING SANITARY VALVE
	EXISTING CABLE TV PEDESTAL		EXISTING SANITARY CLEANOUT
	EXISTING FIBER OPTIC REFERENCE		EXISTING FORCE MAIN
	EXISTING LIGHT POLE		EXISTING FIRE HYDRANT
	EXISTING CONCRETE		EXISTING WATER METER
	EXISTING PAVEMENT		EXISTING WATER VALVE
	EXISTING TURFSTONE		HANDICAP PARKING
	PROPOSED CONCRETE (SIDEWALKS AND HC PARKING)		SIGNAGE
	PROPOSED PERMEABLE CONCRETE HEAVY DUTY (DRIVE AISLE, APRONS)		TRAFFIC FLOW ARROWS
	PROPOSED PERMEABLE CONCRETE STANDARD (PARKING SPACES)		WHEELSTOPS
			EXISTING TREELINE
			EXISTING FENCE
			EXISTING LANDSCAPING

*NEW PERMEABLE HWY DUTY 7,360.69 SF X 0.67 = 4,931.66 SF
*NEW PERMEABLE STD 6,475.50 SF X 0.67 = 4,338.59 SF
*EX. ASPHALT TO PERMEABLE 8,835.96 SF X 0.67 = 5,920.09 SF

10. PARKING REQUIREMENTS:

USE (RETAIL) 1 SPACE/250 SF GROSS FLOOR AREA
USE (ART GALLERY) 1 SPACE/350 SF GROSS FLOOR AREA
1 SPACE / EMPLOYEE

EX FLOOR AREA (RETAIL) = 7,534 SF
EX MEZZANINE FLOOR AREA (RETAIL) = 1,538 SF
NEW EXPANSION (RETAIL) = 4,774 SF
BUILDING A (ART GALLERY) = 2,000 SF
BUILDING B (RETAIL) = 2,500 SF

REQUIRED:
RETAIL - 16,346 SF/250 PER SF = 66 SPACES
ART GALLERY - 2,000 SF/300 PER SF = 7 SPACES

1 SPACE/EMPLOYEE X 7 EMP = 7 SPACES
3 BIKE RACKS* = -3 SPACES

USE (STORAGE) 9,500 SF
(NO PARKING REQUIRED)

REQUIRED: 77 SPACES REQUIRED
PROVIDED: 79 SPACES PROVIDED
*(REDUCTION WITH USE OF BIKE RACKS (C.U.P.)
PREVIOUSLY APPROVED VIA BOC SUP ON JANUARY 4, 2023.

PARKING SPACE AREA = 6,604 SF; REQUIRED AREA (10%) = 660.40 SF
INTERIOR PARKING LOT LANDSCAPE AREA = 679.30 SF

11. STORMWATER MANAGEMENT:

STORMWATER FROM THE PARKING LOT AND PORTION OF THE EXISTING AND PROPOSED BUILDINGS IS BEING INFILTRATED THROUGH PERVIOUS CONCRETE AND EXISTING TURFSTONE WHICH PROVIDES STORAGE IN THE AGGREGATE BASE AND SAND SUBGRADE IN EXCESS OF THE TOWN REQUIRED 4.3" OF RAINFALL. THE EXISTING STORAGE BUILDING CURRENTLY DRAINS INTO THE EXISTING INFILTRATION BASIN WHICH IS BEING MAINTAINED. DRAINAGE FROM THE REAR OF THE NEW STRUCTURES IS BEING COLLECTED FROM ROOF GUTTERS AND CONVEYED TO THE BASIN AS WELL. EXISTING OVERFLOW PIPING ON THE EAST PARKING LOT CONVEYS ANY RUNOFF NOT INFILTRATED FROM THE TURFSTONE INTO THE INFILTRATION BASIN. A SIMILAR PIPING SYSTEM ON THE NEW PARKING WILL ALSO CONVEY AND EXCESS RUNOFF NOT INFILTRATED FROM THE PERVIOUS CONCRETE INTO THE BASIN. THE

COMBINED STORAGE CAPACITY FROM THE PERVIOUS PAVEMENT AND BASIN ACCOUNTS FOR APPROXIMATELY 2.5 TIMES THE TOWN REQUIREMENTS.

12. EROSION AND SEDIMENTATION CONTROL:

AREA TO BE DISTURBED: 54,824 SF (1.26 ACRE)

ALL DISTURBED AREAS SHALL BE STABILIZED WITH A COASTAL VEGETATION MIX AS INDICATED ON THE APPROVED EROSION AND SEDIMENTATION CONTROL PLAN.

INSTALL THE CONSTRUCTION ENTRANCE AS SHOWN ON C101. A SECONDARY CONSTRUCTION ENTRANCE CAN BE INSTALLED AT THE PROPOSED EASTERN DRIVEWAY (SEE C101).

13. BUFFERING:

THE OWNER SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF ALL BUFFERING. ALL REQUIRED 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.

14. SITE LIGHTING:

NEW SITE LIGHTING ON EXPANSION WILL BE PROVIDED WITH DOMINION POWER LED SHOEBOX AREA LIGHTS WITH 8,951 LUMENS, CCT = 2,700, TYPE 3 LIGHTING PATTERN MOUNTED ON 30' POLES.

15. UTILITIES:

ALL NEW UTILITIES ARE TO BE PLACED UNDERGROUND.

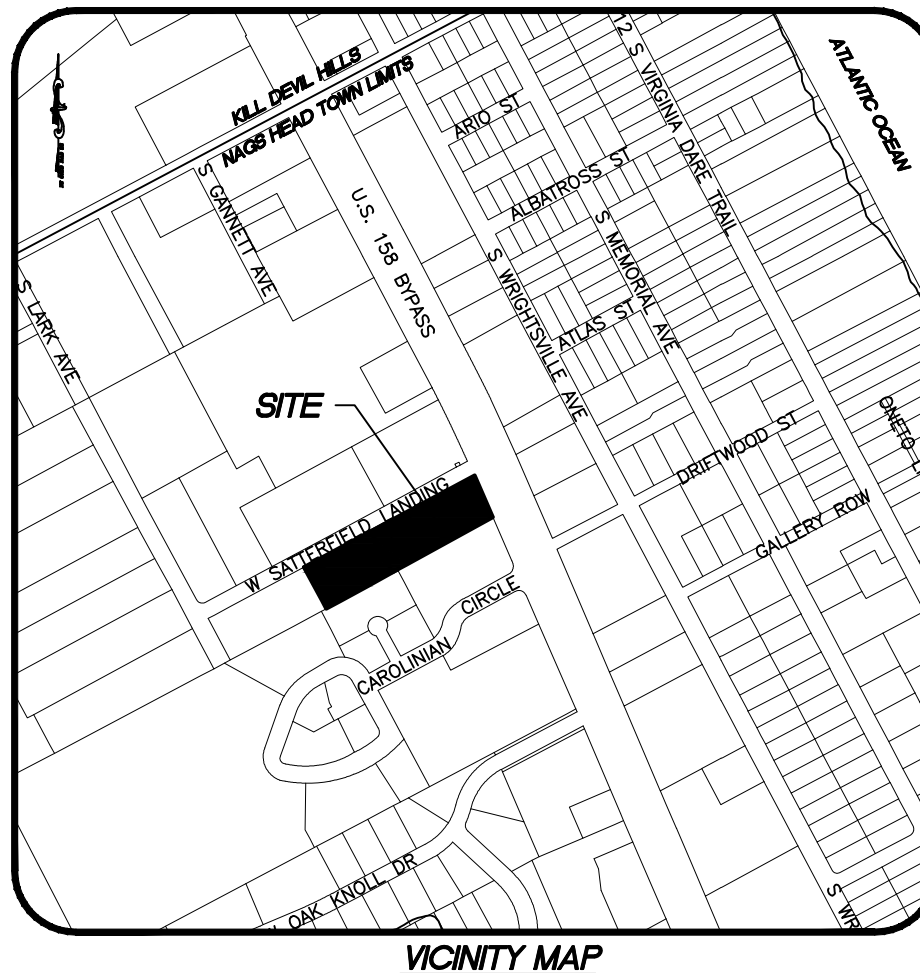
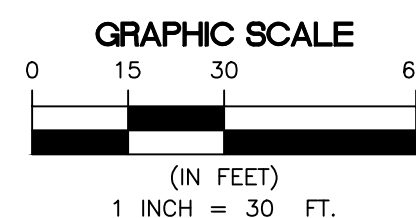
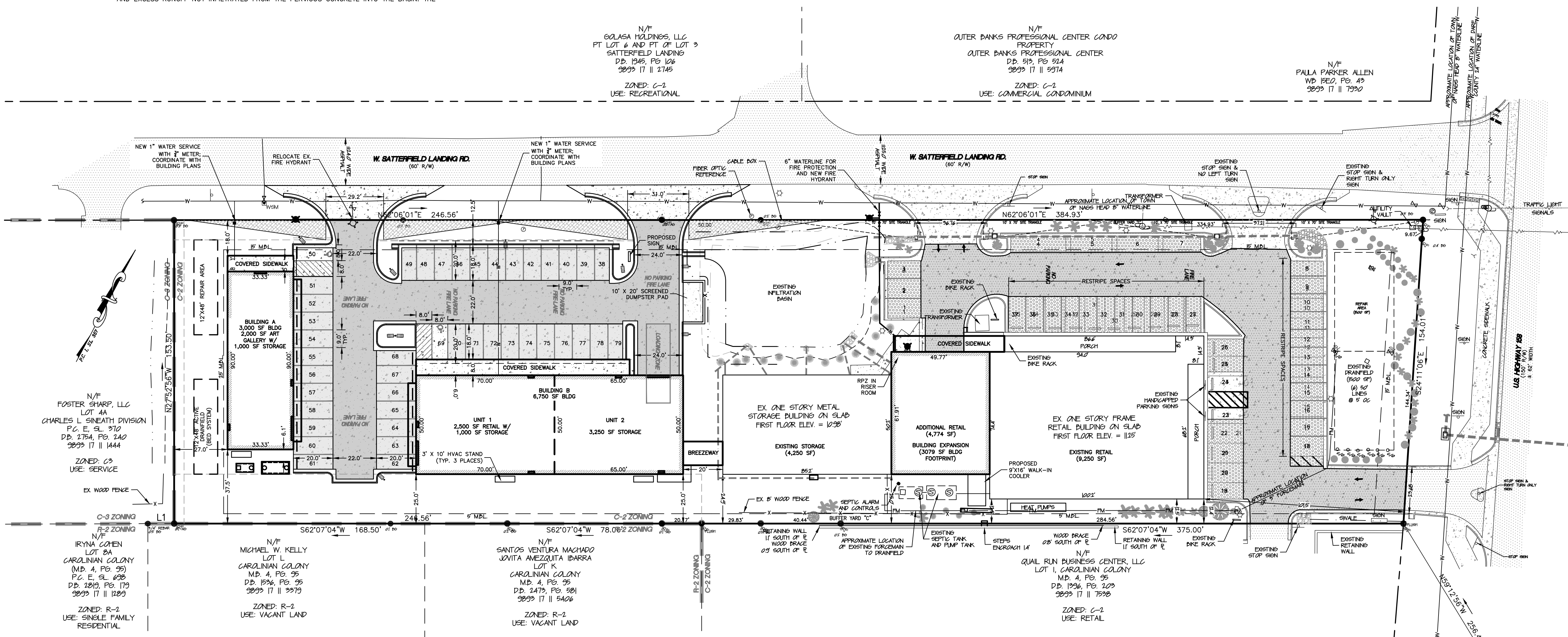
16. STRUCTURES:

THE BUILDING WILL COMPLY WITH THE NORTH CAROLINA STATE BUILDING CODE AND CURRENT NFPA REQUIREMENTS. ALL HANDICAP ACCESSIBILITY TO BE CONSTRUCTED TO MEET THE NC BUILDING CODE VOLUME AIC.

THE BUILDING HEIGHT SHALL NOT EXCEED 35'.

17. WASTEWATER:

A NEW BED TYPE SEPTIC SYSTEM TO SERVICE NEW BUILDINGS IS PROPOSED.

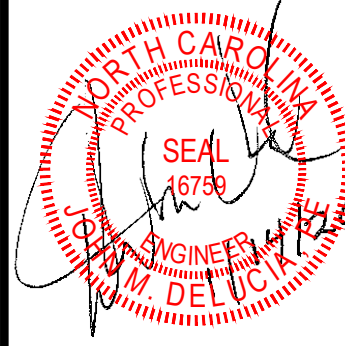


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Albemarle & Associates, LTD.
Engineering - Environmental - Land Planning

Albemarle & Associates, Ltd.
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Kill Devil Hills, NC 27848
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www.albemarleandassociates.com
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NO.	DATE	DESCRIPTION	BY	REA
1	01/12/2024	PER TBC COMMENTS		

SITE PLAN
TW'S BAIT & TACKLE
2230 S CROATAN HIGHWAY
NORTH CAROLINA
DARE COUNTY
NAGS HEAD TOWNSHIP
NAGS HEAD

DATE:	12/18/2025
SURVEYED:	SEE NOTES
DESIGNED:	JMD
DRAWN:	KCA
CHECKED:	JMD
FILE:	06135L

SCALE:
1" = 30'
C201
PROJ. NO. 06135L

1. **CONTRACTOR QUALIFICATION:** CONTRACTORS SHALL HAVE SUCCESSFULLY INSTALLED PERVIOUS CONCRETE AT LEAST THREE TIMES IN THE LAST THREE YEARS. LIKEWISE, THE CONCRETE SUPPLIER SHALL HAVE PRODUCED PERVIOUS CONCRETE FOR AT LEAST THREE PROJECTS IN THE LAST THREE YEARS.
2. **MIX DESIGN:** THE CONTRACTOR SHALL SUBMIT A PROPOSED MIX DESIGN WITH PROPORTIONS OF MATERIALS PRIOR TO WORK. CEMENT CONTENT SHALL NOT BE LESS THAN 600 LBS PER CY. AGGREGATE SHALL BE AT LEAST 2000 LBS/CY. CONCRETE COMPRESSIVE STRENGTH SHALL BE AT LEAST 2500 PSI. POROSITY SHALL BE 20% BY VOLUME. PERMEABILITY SHALL BE AT LEAST 3 GAL/SF/IN. SLUMP SHALL BE NO GREATER THAN 3 1/4 INCH.
3. **CEMENT:** CEMENT SHALL BE PORTLAND CEMENT TYPE I OR 2 (ASTM C150) OR TYPE IP OR IS (ASTM C595 OR C1157).
4. **AGGREGATE:** AGGREGATE SHALL BE COURSE (3/8" TO NO. 89 PER ASTM D 448). AGGREGATE SHALL BE TRIPLED WASHED PRIORITY TO MIX.
5. **AIR ENTRAINING AGENT:** SHALL COMPLY WITH ASTM C 260.
6. **AD MIXTURES:** TYPE A, B & D SHALL COMPLY WITH ASTM D 494.
7. **SUBGRADE:** SUBGRADE SHALL BE COMPACTED TO 92% MAXIMUM DRY DENSITY (AASHTO T 180).
8. **MIXING:** CONCRETE SHALL BE MIXED AT THE SPEED SPECIFIED BY THE MANUFACTURER FOR 75 TO 100 REVOLUTIONS.
9. **PLACEMENT:** CONCRETE SHALL BE PLACED WITHIN 1 HOUR OF MIXING UNLESS OTHERWISE APPROVED. UPON DISCHARGE, CONCRETE SHALL BE INSPECTED. CEMENT SHALL CONTAIN A WET METALLIC SHEEN. DISCHARGE SHALL BE PLACED AS CLOSE TO FINAL POSITION AS POSSIBLE. CONCRETE SHALL NOT BE PULLED OR SHOVELED INTO FINAL PLACEMENT. CONCRETE SHALL BE PLACED WITHIN FORMS AND COMPACTED WITH A ROLLER APPLYING AT LEAST 10 PSI PRESSURE.
10. **CURING:** PAVEMENT SHALL BE COVERED WITH A MIN. 6 MIL THICK POLYETHYLENE SHEET WITHIN 20 MINUTES OF PLACEMENT.
11. **TEST PANELS:** PRIOR TO PLACEMENT OF PERVIOUS CONCRETE, THE CONTRACTOR SHALL PLACE AT LEAST 2 TEST PANELS. TEST PANELS SHALL BE AT LEAST 225 SF. TEST PANELS SHALL BE TESTED FOR COMpressive STRENGTH, VOID SPACE, UNIT WEIGHT AND POROSITY. COMPACTED THICKNESS SHALL BE WITHIN 1/4" (MINUS) AND 1/2" (PLUS) DESIGN THICKNESS. VOID SPACE SHALL BE WITHIN 5% .CORES FOR TEST PANELS SHALL BE TAKEN AT LEAST 7 DAYS AFTER PLACEMENT OF TEST PANELS.
12. **JOINTING:** SHALL BE INSTALLED AT 40 INTERVALS AT A DEPTH OF 1/4" THE PAVEMENT THICKNESS. CONTROL JOINT SHALL ALIGN WITH SUB-BASE BENCHES. TRANSVERSE JOINTS SHALL BE PLACED WHENEVER OPERATIONS ARE SUSPENDED FOR A PERIOD OF TIME WHERE CONCRETE BEGINS TO HARDEN. BONDING AGENTS SHALL BE SPRAYED UPON THE JOINT. EXPANSION JOINTS SHALL BE PLACED WITHIN PERVIOUS CONCRETE BORDERS OTHER STRUCTURES OR SLABS, INCLUDING CONCRETE SIDEWALKS.
13. **HASLING:** POROUS CONCRETE SHALL NOT BE PLACED UNTIL ANY POTENTIAL SOURCE OF SEDIMENT OR OTHER CONTAMINATION IS STABILIZED AND NO LONGER POSES A THREAT TO THE POROUS CONCRETE.



TWO (2) SIGNS SHALL BE PROVIDED AT THE
PARKING LOT IDENTIFYING THE POROUS CONCRETE
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



1. 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.
2. CONTROL JOINTS SHALL BE PLACED PERPENDICULAR TO THE EDGE OF PAVEMENT AT 5' SPACING. CONTROL JOINTS SHALL BE SAWED.
3. 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 $\frac{1}{2}$ " THICK AND CONFORM TO ASTM D 1751.
4. LONGITUDINAL SLOPE SHALL NOT EXCEED 5%.
5. FINISHED SURFACE FINISH SHALL BE PROVIDED UNLESS OTHERWISE APPROVED BY THE OWNER.
6. TESTING SHALL BE PROVIDED BY THE CONTRACTOR.
7. REFER TO PLANS FOR SLOPE DIRECTION.

NTS

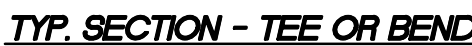
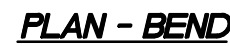


1. REGARDLESS OF AGE, ALL ACCESSIBLE SPACES SHALL BE IDENTIFIED BY ABOVEGROUND SIGNS ONLY (SEE N.C.G.S.).
2. NEW SPACES SHALL NOT USE GROUND-PAINTED SYMBOLS.
3. ACCESSIBLE SPACES ARE REQUIRED TO BE STRIPED, OFF ONLY: BLUE COLORING IS NOT NECESSARY NOT REQUIRED.
4. STRIPING IS WHITE ON DARK PAVEMENT; BLACK ON LIGHT PAVEMENT. (N.C.D.O.T.)
5. CONDITION 1: PEDESTRIAN PATH DOES NOT PASS UNDER OR AROUND SIGN. CONDITION 2: PEDESTRIAN PATH BY, UNDER, OR AROUND SIGN.
6. STANDARD SIGN COLORS: BACKGROUND - WHITE, LETTERING/BORDER - GREEN, FIGURE - WHITE ON BLUE FIELD.

NTS

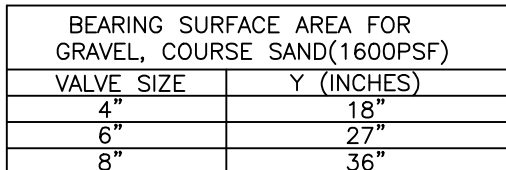


- NOTES:
1. CONCRETE SHALL NOT CONTACT BOLTS OR ENDS OF MECHANICAL JOINT FITTINGS
 2. SEE STANDARD THRUST BLOCK TABLES FOR AREA OF CONCRETE REQUIRED.



CONCRETE THRUST BLOCK SCHEDULE									
PIPE SIZE INCHES	BEND								DESIGN PRESSURE PSI
	90° (TEE)		45°		22 1/2°		11 1/4°		
	H	L	H	L	H	L	H	L	
4" & 2"	1.0'	2.0'	1.0'	2.0'	1.0'	2.0'	1.0'	2.0'	100
6"	1.75'	2.5'	1.75'	2.0'	1.75'	2.0'	1.75'	2.0'	100
8"	2.0'	3.5'	2.0'	3.0'	2.0'	2.0'	2.0'	2.0'	100

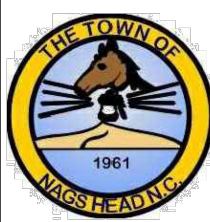
NTS



NTS



1. All driveways must meet the current Town driveway requirements and NCDOT requirements for spacing, sight distance, and offsets from property lines and intersections.
2. Special conditions may warrant exceptions to this detail. Subject to approval by Town Engineering or Public Works Director.
3. Driveway width shall not exceed 36' when not served by tractor/trailer traffic (AASHTO WB-40").
4. Driveway width shall not exceed 40' when served by tractor/trailer traffic (AASHTO WB-40").
5. Driveway aprons shall be constructed of a min. 4" thick, 3000 psi concrete or 6" ABC base course with a 2" asphalt surface course.



TOWN OF NAGS HEAD
DEPARTMENT OF ADMINISTRATION
P.O. BOX 99
NAGS HEAD, NC 27959
252.441.7016 • www.nagsheadnc.gov

(FOR SMALL PARKING LOTS WITH LESS THAN 38 PARKING STALLS)

SCALE: NONE
ISSUE DATE: 7-9-2015
REVISION DATE: 1-3-2019
SHEET NO: 1 OF 1
DRAWN BY: DMR

DETAIL NO.
200



1. Concrete Dumpster Pad shall be a minimum 6" thick, 3,000 psi concrete with a min. W1.4xW1.4 welded wire fabric. Dumpster aprons subject to Sanitation vehicle loads shall be a minimum of 8" thick with #4 steel reinforcement spaced @ 12" o.c.
2. Special conditions may warrant exceptions to this detail. Subject to approval by Town Engineer or PW Director.
3. All wood members shall be pressure treated.
4. 4"x4" posts a minimum 2.Grade or better.
5. All nails and connectors shall be not dip coated (w/ zinc) or in accordance with NC Building Code, current edition.
6. Wood posts embedment depth and footing shall be designed and constructed in accordance with NC Building Code, current edition.
7. Alternative screening material may be considered on a case by case basis.
8. Minimum 18" vertical clearance shall be provided at the dumpster pad.
9. Multiple bulk container layouts shall be reviewed & approved by the PW Director.



TOWN OF NAGS HEAD
DEPARTMENT OF PUBLIC WORKS
P.O. BOX 99
NAGS HEAD, NC 27959
252.441.1122 • www.nagsheadnc.gov

(FOR SIDE LOADING DUMPSTER CONFIGURATIONS)

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

DETAIL NO.
203

[illegible]

SITE DETAILS

TW'S BAIT & TACKLE
2230 S CROATAN HIGHWAY

NORTH CAROLINA

DARE COUNTY

JAGS HEAD TOWNSHIP

NAGS HEAD

DATE:	12/18/2025
SURVEYED:	SEE NOTES
DESIGNED:	JMD
DRAWN:	KCA
CHECKED:	JMD
FILE:	06135L

SCALE:

C202

PROJ. NO. 061351

PRELIMINARY ONLY
NOT FOR
CONSTRUCTION

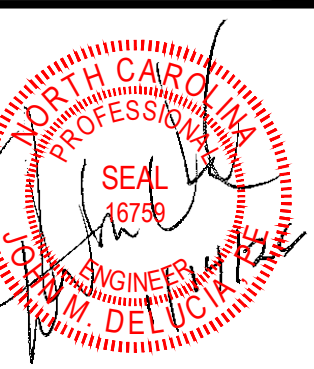


Albemarle
& ASSOCIATES, LTD.

Engineering - Environmental - Land Planning

P.O. Box 3989
Kill Devil Hills, NC 27948
Phone: (252) 441-2113
Fax: (252) 441-0965
www.AlbemarleAssociates.com
Cert. of Licensure No. C-1027

This document is the property
of Albemarle & Associates, Ltd.

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TACKLE HIGHWAY	DARE COUNTY NORTH CAROLINA
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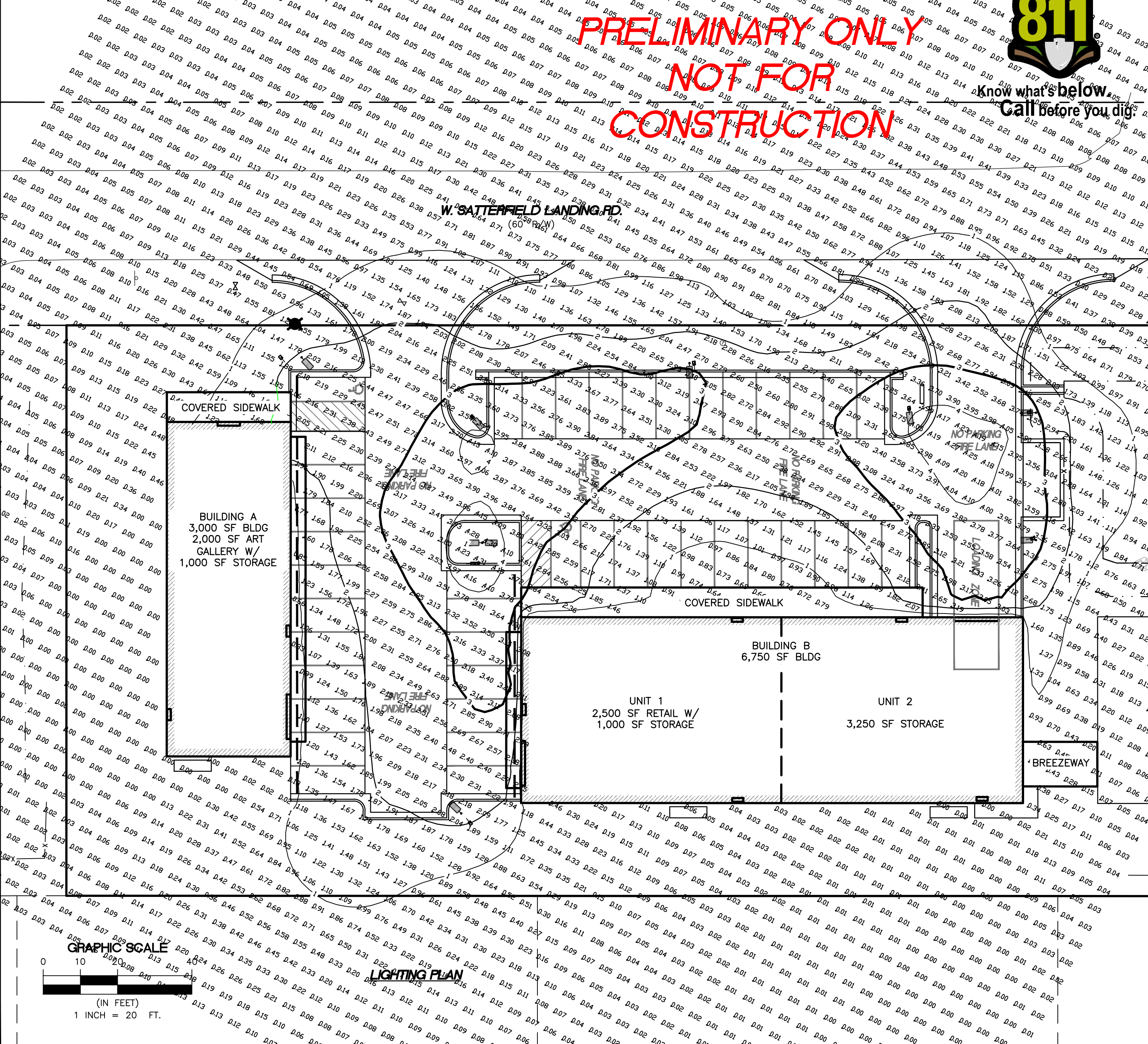
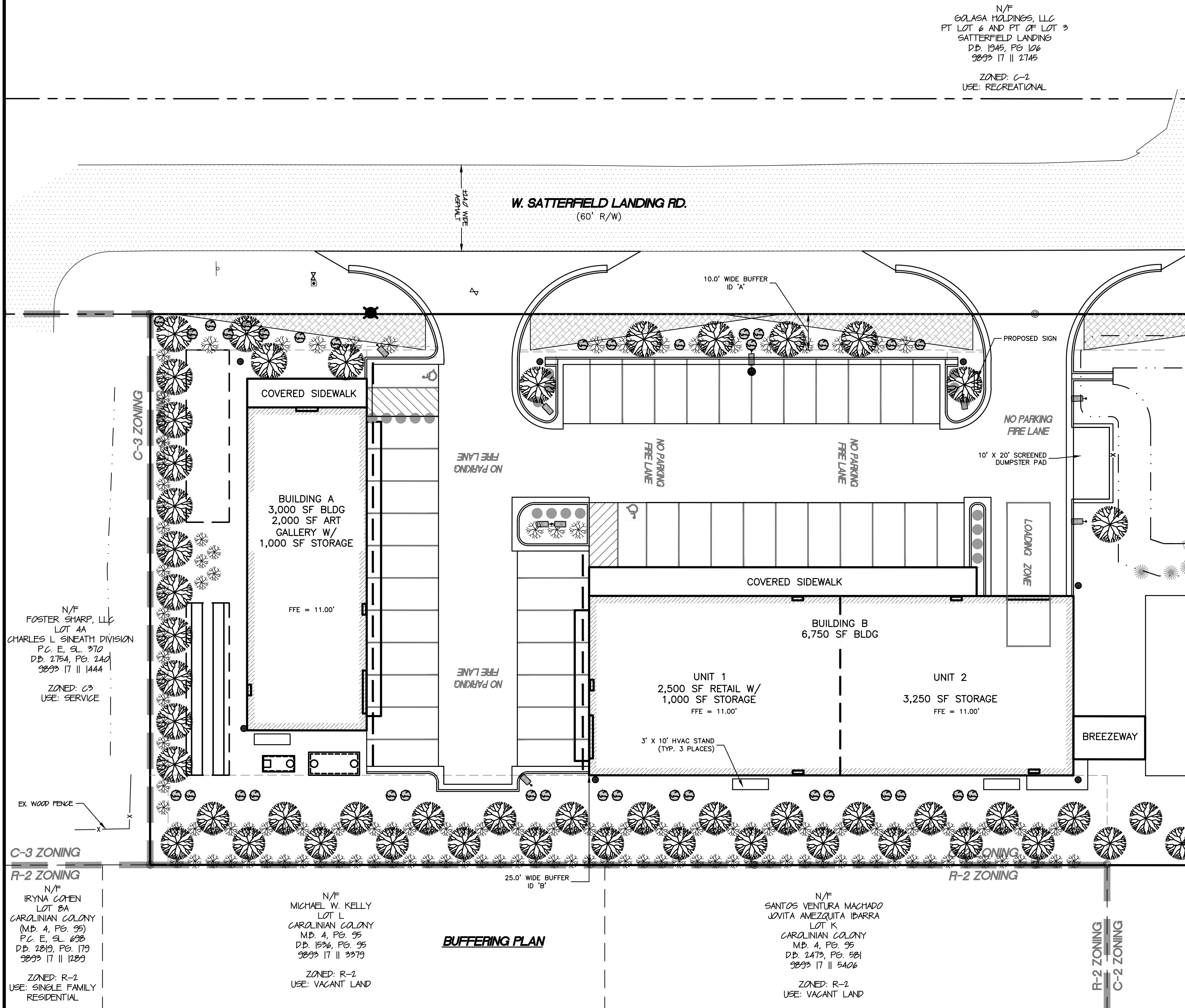
TW'S BAIT & TACKLE
2230 S CROATIANA

SURVEYED:	SEE NOTES
DESIGNED:	MJM
DRAWN:	KCA
CHECKED:	JMD
FILE:	06135L

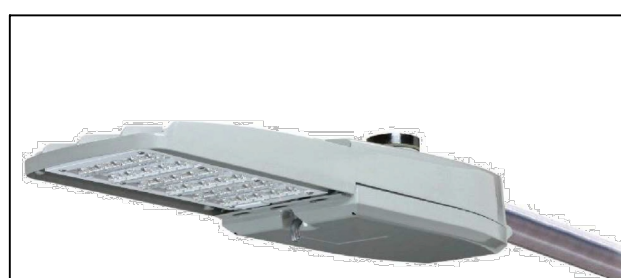
SCALE:
" = 20'

C203

PROJ. NO. 06135L



NTS



Shoebox (150W - 250W EQ)

The Shoebox luminaire provides zero uplight distribution for lighting roadways and parking areas.

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	Gray	8951	Type III	2700K	70	0.67	3	0.76	2-0-2	25-30	42514332	LED5BBA0832GX0X

GRADING NOTES:

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. 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. TOPSOIL STOCKPILED CAN BE USED ON SITE FOR RESPREAD UPON COMPLETION OF FILL.
5. LIMITS OF SLOPES AND GRADING SHALL BE IN ACCORDANCE WITH THE LIMITS SHOWN HEREON.

DRAINAGE NOTES:

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 CONNECTIONS UNLESS OTHERWISE NOTED.
3. DRAINAGE STRUCTURES SHALL BE INSTALLED PER MANUFACTURER'S RECOMMENDATIONS.

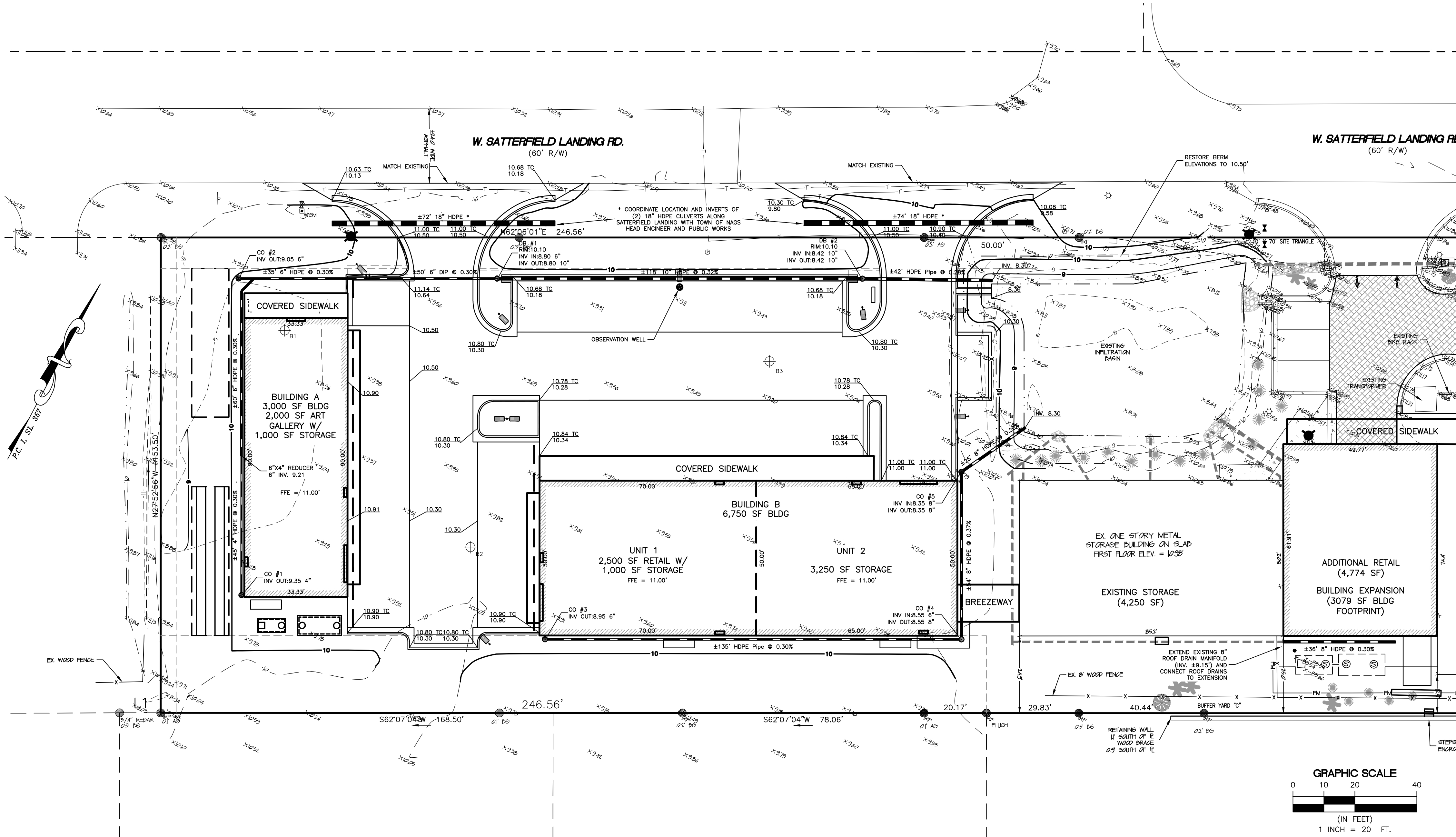
STORMWATER MANAGEMENT MAINTENANCE NOTES:

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 OF 1 INCH OR MORE AND AT LEAST MONTHLY, INSPECT THE STORMWATER MANAGEMENT BASIN 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. INSPECT PERVIOUS PAVEMENT AFTER RAINFALL FOR SIGNS OF PONDING.
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 ELEVATIONS. IF EROSION OCCURS, REESTABLISH DESIGN ELEVATIONS AS INDICATED ON APPROVED SITE PLAN. PERVIOUS PAVEMENT SHOULD BE CLEANED AT LEAST ANNUALLY WITH A VACUUM TRUCK OR HIGH POWERED BLOWER.



Know what's below.
Call before you dig.

PRELIMINARY ONLY
NOT FOR
CONSTRUCTION



LEGEND

- | | | | |
|--|--|--|----------------------------|
| | IRON ROD FOUND | | EXISTING CURB INLET |
| | RIGHT OF WAY | | EXISTING DROP INLET |
| | PROPERTY BOUNDARY | | STORMWATER FLOW ARROW |
| | EXISTING POWER POLE | | EXISTING DRAINAGE PIPE |
| | EXISTING GUY WIRE | | EXISTING DITCH/SWALE |
| | OVERHEAD ELECTRIC | | EXISTING SANITARY MANHOLE |
| | EXISTING TELEPHONE PEDESTAL | | EXISTING SANITARY VALVE |
| | EXISTING CABLE TV PEDESTAL | | EXISTING SANITARY CLEANOUT |
| | EXISTING FIBER OPTIC REFERENCE | | EXISTING FORCEMAIN |
| | EXISTING LIGHT POLE | | EXISTING FIRE HYDRANT |
| | EXISTING CONCRETE | | EXISTING WATER METER |
| | EXISTING PAVEMENT | | EXISTING WATER VALVE |
| | EXISTING TURFSTONE | | EXISTING WATERLINE |
| | PROPOSED CONCRETE (SIDEWALKS AND HC PARKING) | | HANDICAP PARKING |
| | PROPOSED PERMEABLE CONCRETE (HEAVY DUTY (DRIVE AISLE, APRONS)) | | SIGNAGE |
| | PROPOSED PERMEABLE CONCRETE (STANDARD (PARKING SPACES)) | | TRAFFIC FLOW ARROWS |
| | | | WHEELSTOPS |
| | | | EXISTING TREELINE |
| | | | EXISTING FENCE |
| | | | EXISTING LANDSCAPING |

REVISIONS

NO.	DATE	DESCRIPTION	BY
1	01/12/2025	PER TBC COMMENTS	BOA

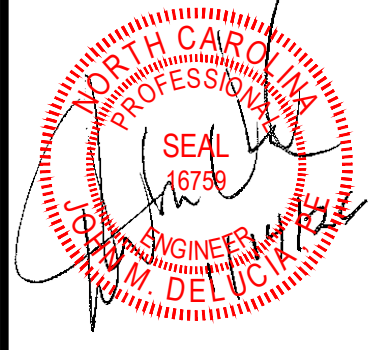
GRADING AND DRAINAGE PLAN

TW'S BAIT & TACKLE
2230 S CROATAN HIGHWAY

NACS HEAD TOWNSHIP DARE COUNTY NORTH CAROLINA

DATE:	12/18/2025
SURVEYED:	SEE NOTES
DESIGNED:	MJM
DRAWN:	KCA
CHECKED:	JMD
FILE:	06135L

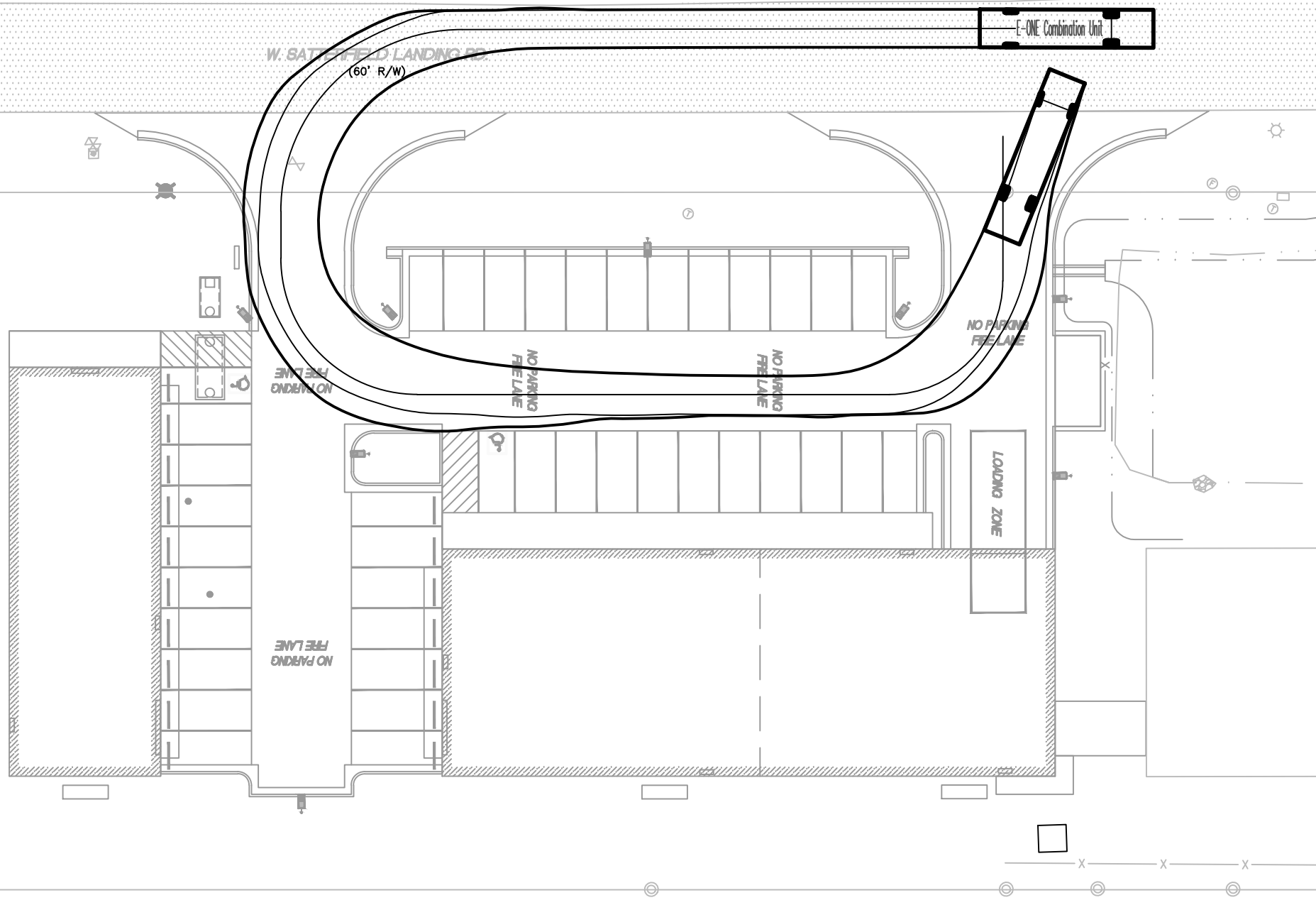
SCALE:
1" = 20'
C301
PROJ. NO. 06135L



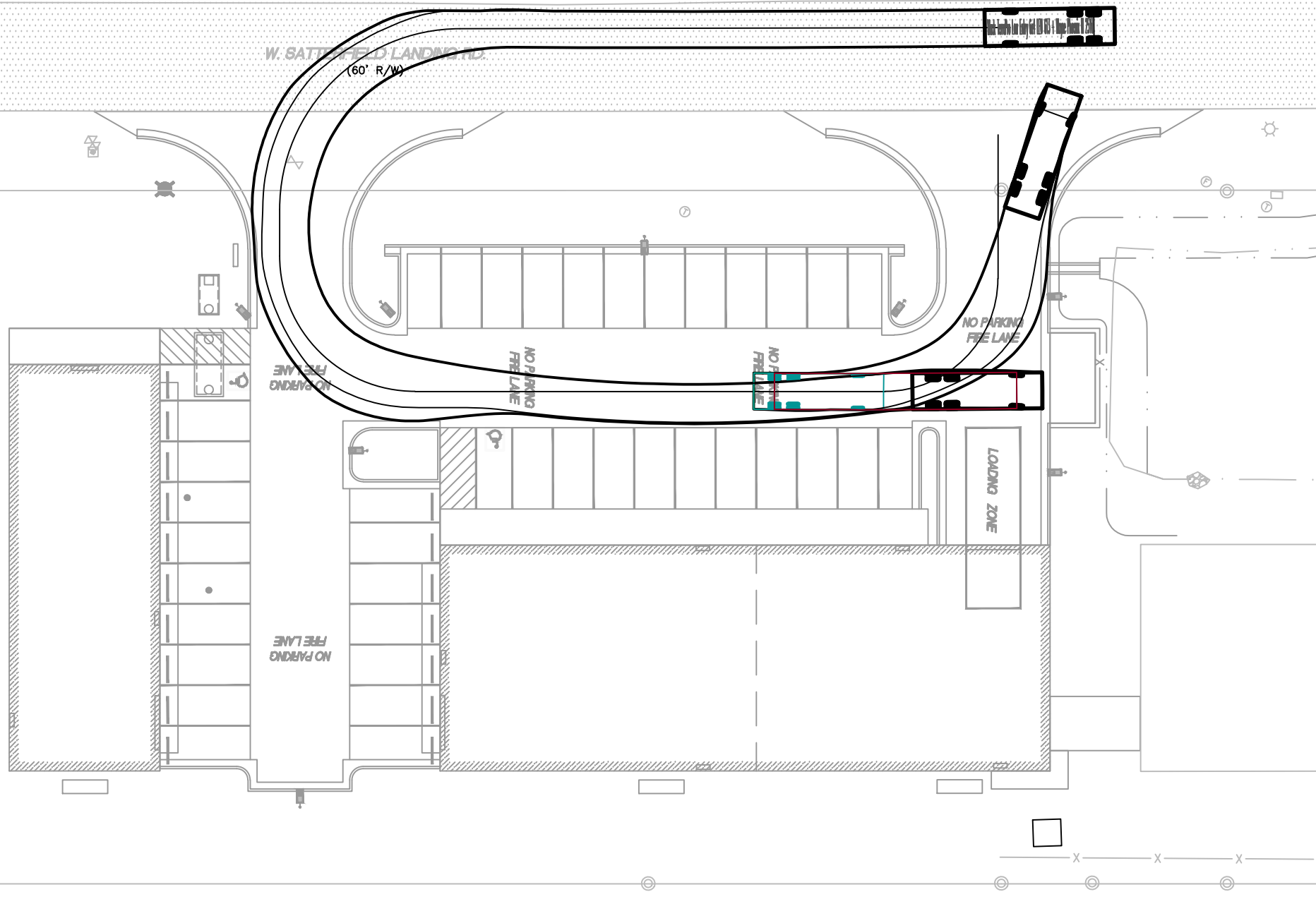
Albemarle & Associates, Ltd.
P.O. Box 2805
Kill Devil Hills, NC 27748
Phone: (252) 441-2113
www.albemarleandassociates.com
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Albemarle & Associates, Ltd.
Engineering - Environmental - Land Planning

C:\Active Projects\06135 - TW's Bait and Tackle, Nags Head\06135L - Site Plan\Cadd Files\06135L - Truck Turn Dwg.dwg, 1/8/2026 11:53:08 AM, Albemarle &

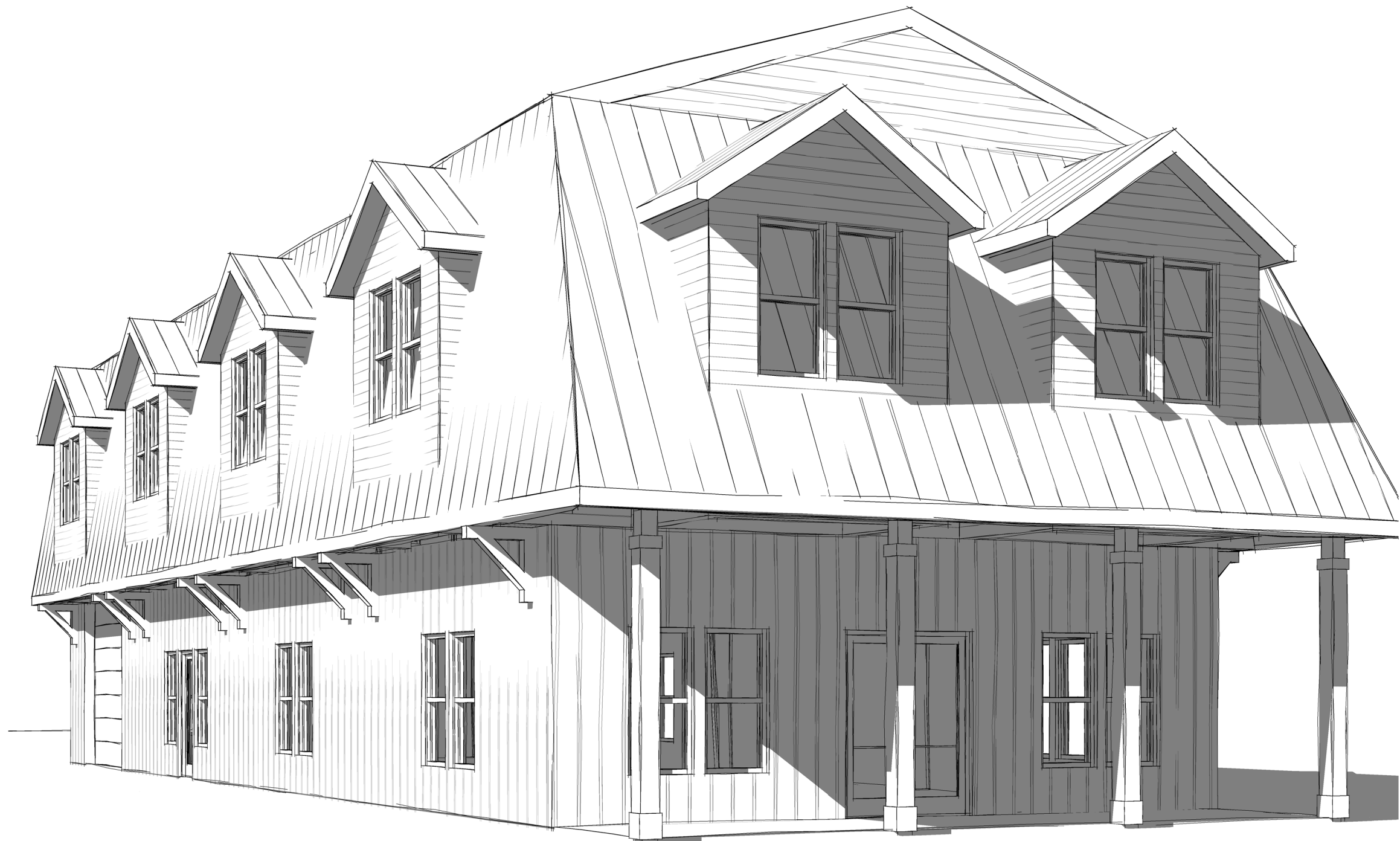


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WINDOW AREA

WEST:	WALL	2620 SF
	WINDOW	316 SF
	PERCENTAGE	12.1%
SOUTH:	WALL	975 SF
	WINDOW	195 SF
	PERCENTAGE	20.0%
EAST:	WALL	2620 SF
	WINDOW	279 SF
	PERCENTAGE	10.6%
NORTH:	WALL	975 SF
	WINDOW	144 SF
	PERCENTAGE	14.8%



6 Perspective

DESIGN NARRATIVE

THE BUILDING DESIGN INTENT IS TO INCORPORATE THE DESIGN STRATEGIES OUTLINE IN SECTION 10.85.2 OF THE NAGS HEAD ORDINANCE.

SECTION 10.85.2.1 - THE BUILDING DESIGN INCLUDED PORCHES AND BRACKETED AWNINGS TO BRING THE SCALE OF THE BUILDING DOWN TO A MORE PEDESTRIAN LEVEL.

SECTION 10.85.2.2 & 3 - AS THE BUILDING IS GREATER THAN ONE STORY, WE HAVE ADDED ROOF BUMPS TO PROVIDE ELEVATION AND MASSING CHANGES TO GIVE THE BUILDING MORE VARIATION.

SECTION 10.85.2.4 - THE DESIGN INCLUDES SIDING CHANGES, BEAUTY BANKS, TRIM, AND BRACKETS TO ADD TO THE VISUAL APPEAL OF THE BUILDING.



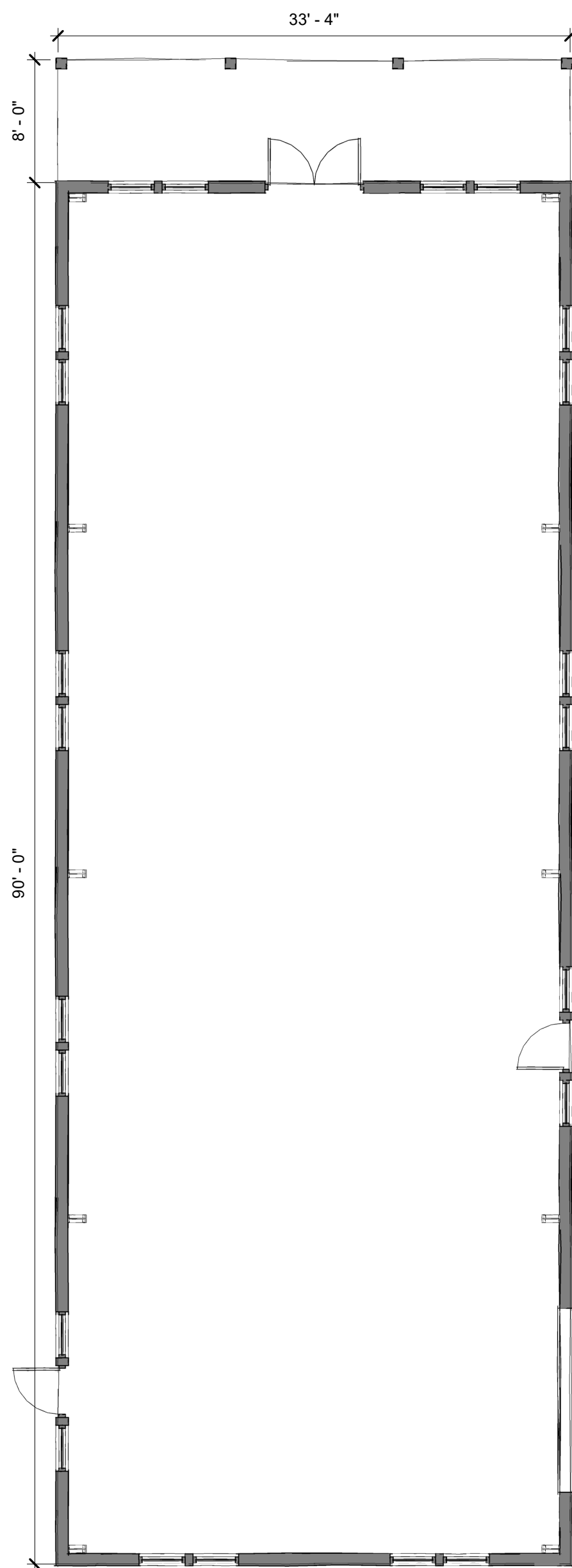
2 North Elevation
1/8" = 1'-0"

3 East Elevation
1/8" = 1'-0"



4 West Elevation
1/8" = 1'-0"

5 South Elevation
1/8" = 1'-0"



1 First Floor Plan
1/8" = 1'-0"

Project: **TW's Building A**

Project No: **25060**

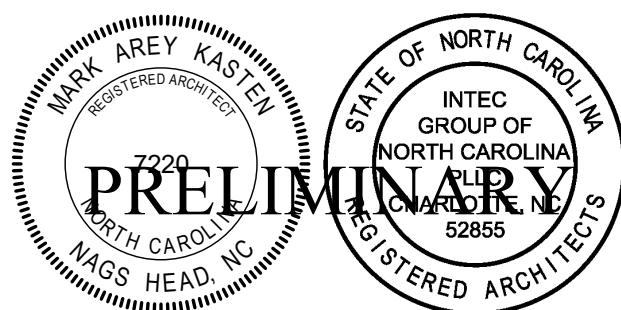
Location: **2230 S Croatan Hwy
Nags Head, NC 27959**

Title: **Preliminary**

Date: **January 13, 2026**

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: MAK
Drawn: MAK
Reviewed: MAK
Cad File:

A1



6 Perspective

DESIGN NARRATIVE

THE BUILDING DESIGN INTENT IS TO INCORPORATE THE DESIGN STRATEGIES OUTLINE IN SECTION 10.85.2 OF THE NAGS HEAD ORDINANCE.

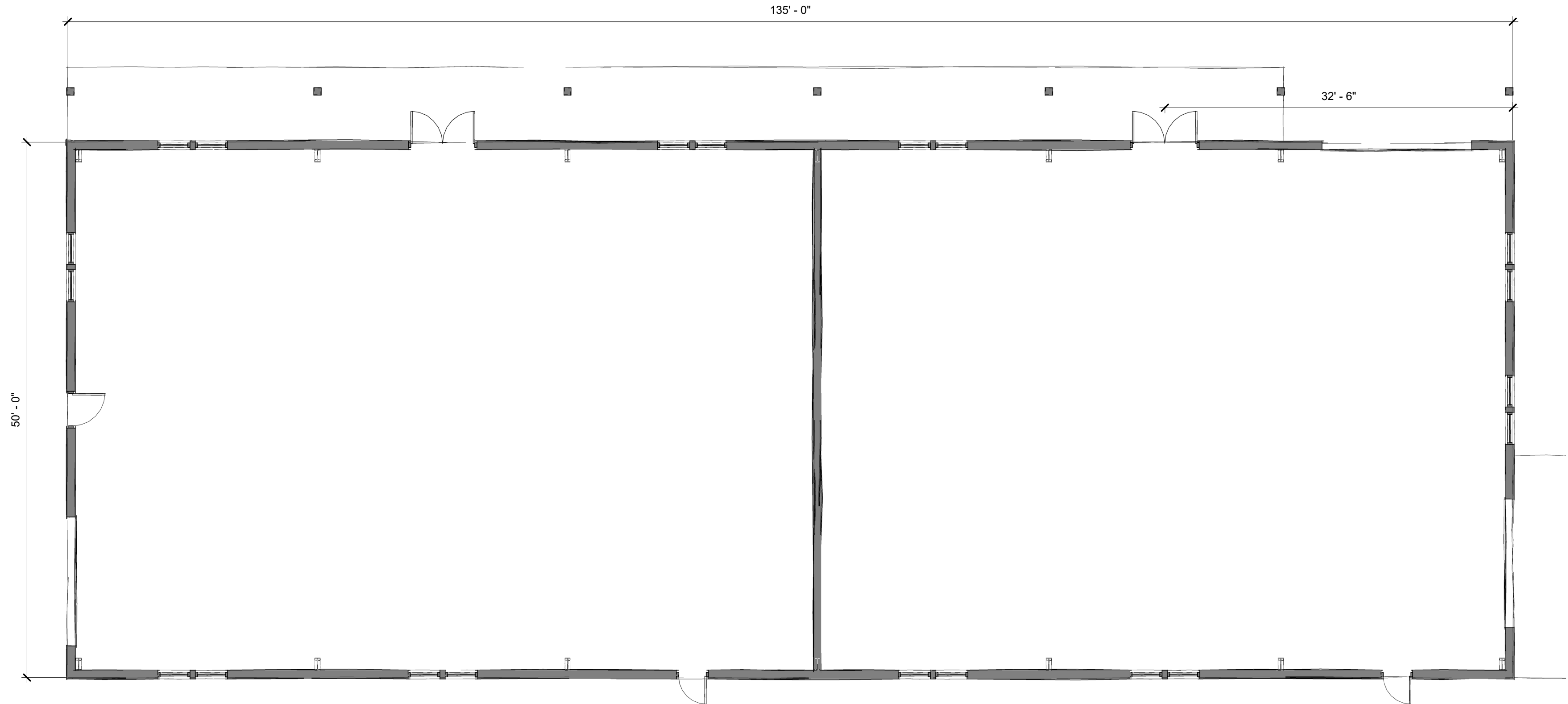
SECTION 10.85.2.1 - THE BUILDING DESIGN INCLUDED PORCHES AND BRACKETED AWNINGS TO BRING THE SCALE OF THE BUILDING DOWN TO A MORE PEDESTRIAN LEVEL.

SECTION 10.85.2.2 & 3 - AS THE BUILDING IS GREATER THAN ONE STORY, WE HAVE ADDED ROOF BUMPS TO PROVIDE ELEVATION AND MASSING CHANGES TO GIVE THE BUILDING MORE VARIATION.

SECTION 10.85.2.4 - THE DESIGN INCLUDES SIDING CHANGES, BEAUTY BANKS, TRIM, AND BRACKETS TO ADD TO THE VISUAL APPEAL OF THE BUILDING.

WINDOW AREA

WEST:	WALL	1307 SF
	WINDOW	297 SF
	PERCENTAGE	22.7%
SOUTH:	WALL	3520 SF
	WINDOW	354 SF
	PERCENTAGE	10.1%
EAST:	WALL	1307 SF
	WINDOW	289 SF
	PERCENTAGE	22.1%
NORTH:	WALL	3520 SF
	WINDOW	520 SF
	PERCENTAGE	14.7%



1 First Floor Plan
1/8" = 1'-0"



3 West Elevation
1/8" = 1'-0"



2 North Elevation
1/8" = 1'-0"



4 South Elevation
1/8" = 1'-0"



5 East Elevation
1/8" = 1'-0"

Project: **TW's Buiding B/C**

Project No: **25060**

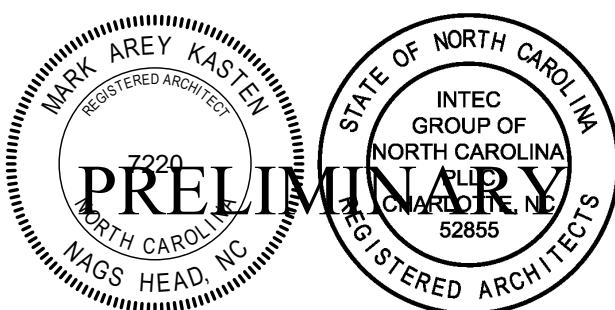
Location: **2230 S Croatan Hwy
Nags Head, NC 27959**

Title: **Preliminary**

Date: **January 13, 2026**

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

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Revisions:

No.	Description	Date

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

A1



AGENDA ITEM SUMMARY

Town of Nags Head Planning Board

REGULAR SESSION: January 20, 2026

AGENDA ITEM E.2.

Consideration of a text amendment submitted by Albemarle & Associates, Ltd. On behalf of Dare County to amend the lighting levels allowed for publicly owned and publicly accessible pickleball courts.

Prepared by

Kelly Wyatt, Planning Director

Reviewed by

Kelly Wyatt

Staff Comments/Recommendation

After reviewing the proposed text amendment, applicable technical guidance, including recommendations from the Illuminating Engineering Society (IES) and DarkSky International's Outdoor Sports Court Lighting Guidelines, and the Town's adopted policy framework, staff recommends adoption of a tiered approach to outdoor pickleball court lighting.

Staff notes that the applicant has reviewed the proposed tiered approach and has indicated that they are generally comfortable proceeding under the framework as recommended.

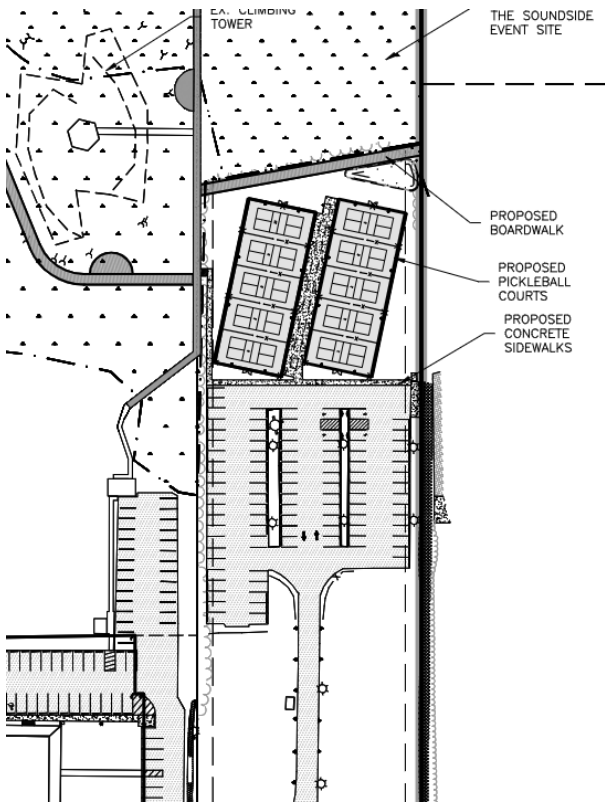
Specific Action Requested

This item is provided for Planning Board review and recommendation.

Summary

Albemarle & Associates, Ltd., on behalf of Dare County, has submitted a proposed text amendment to the Town's Unified Development Ordinance (UDO) to modify illumination standards for outdoor pickleball courts. If adopted, the amendment would increase the maximum average maintained illumination level from 15 footcandles to 30 footcandles for recreational play, with the ability to increase illumination levels up to 50 footcandles for competitive or tournament play.

The request is associated with the development of ten (10) publicly accessible pickleball courts by the Dare County Tourism Board. This Special Use Permit/Site Plan was approved by the Board of Commissioners at their January 8th, 2025 meeting. An excerpt of this site plan is provided below. However, it should be noted that text amendments are not necessarily site specific, and thus would apply town wide to any publicly owned and publicly accessible pickleball courts.



The Town's current outdoor recreational lighting standards are intentionally conservative and are designed to balance recreational use with land use compatibility and environmental protection. Key components of the existing ordinance include:

- A maximum average illumination level of 15 footcandles for tennis and handball courts, which currently includes pickleball by interpretation;
- Strict limits on light trespass, including minimal allowable illutation at property lines and prohibitions on glare directed toward public trust waters;
- Mandatory fixture shielding, pole height controls, and curfews; and
- An overall emphasis on minimizing glare and offsite impacts.

While the Town has not formally pursued Dark Sky Certification, the structure and application of our current lighting ordinance reflects many Dark Sky aligned principles and are consistent with the Town's recently established and community-supported "Dark Skies, Bright Stars" initiative.

The applicant has cited guidance from the Illuminating Engineering Society (IES) which recommends 30 footcandles for recreational pickleball play and up to 50 footcandles for competitive or tournament play. These recommendations are widely used by designers and sports lighting professionals and are based on visual task performance considerations such as ball visibility, player safety, and lighting uniformity during active play.

Staff notes that IES guidance is technical recommendations, not regulatory standards. They are intended to inform design under peak play conditions and do not take into consideration broader land use considerations such as proximity to residential areas, coastal and estuarine environments, wildlife sensitivity, time of day limitations, or cumulative impacts on night sky quality/skyglow. Those considerations would be addressed through local zoning and development regulations.

STAFF ANALYSIS

Staff finds it important to distinguish between the level of illumination that supports a particular sporting activity and the level of illumination that is appropriate within a specific land use and environmental context. The higher illumination levels cited for competitive pickleball are intended to support peak conditions, such as organized tournaments which will be intermittent/sporadic. Everyday recreational play would be the predominate use of these courts. Authorizing lighting infrastructure capable of operating at 50 footcandles represents a significant policy shift when such levels would be used infrequently. Staff notes that infrastructure is not typically sized solely for rare peak events, particularly where there are potential off-site impacts. This is consistent with broader land use planning principles and with guidance from Dark Sky-focused organizations, which emphasize using the minimum illumination necessary, strictly controlling glare and uplift, and limiting the duration and timing of higher lighting levels.

Staff also notes that pickleball has unique noise characteristics that differ from tennis. Pickleball involves a hard paddle striking a hard plastic ball, producing a sharp, impulsive sound that is more repetitive and acoustically distinct than traditional tennis. This sound is often perceived as more noticeable, particularly during sustained or competitive play. Given the proposed soundside location, staff further notes that sound may carry farther over open water, where there are fewer physical barriers to dissipate or absorb noise.

While pickleball is a common public recreational use, staff recognizes that noise associated with pickleball courts has generated concerns in other communities, particularly near residential areas. As a result, staff has incorporated language into the proposed ordinance that would require additional mitigation measures if noise impacts extend beyond the site, including sound attenuating measures such as acoustic fence wraps, sound dampening panels, or some other comparable mitigation along the perimeter of the court(s). These measures may also provide ancillary benefit by reducing light trespass and visual impacts.

LAND USE POLICY CONSIDERATIONS

LU-1 — Ensure that the character of Nags Head is preserved as a single-family residential beach community with ties to its natural environment. This character is defined by:

- A visible and dark night sky maintained by lighting that is minimal and carefully designed.
- Land uses that are compatible with the community and with adjacent properties that don't create excessive noise, light, unsafe conditions or other nuisances.
- Encourage land uses that serve the needs of both year-round and seasonal residents in support of the town's overall vision for the community.

LU-16 — Preserve the dark night sky through implementation and enforcement of quality lighting fixtures and codes, dark sky education, and citizen support.

- Evaluate and modernize the lighting ordinance to reflect best practices for being a dark sky community.
- Research and consider applying to the IDA for the Dark Sky Designation.

LU-17 - Maintain current regulations which prohibit lighting of the ocean beach or estuarine waters to protect marine species and limit unnecessary intrusions into natural areas.

STAFF RECOMMENDATION

After reviewing the proposed text amendment, applicable technical guidance, including recommendations from the Illuminating Engineering Society (IES) and DarkSky International's Outdoor Sports Court Lighting Guidelines, and the Town's adopted policy framework, staff recommends adoption of a tiered, context-sensitive approach to pickleball court lighting that:

- Retains a maximum average illumination level of 15 footcandles for private courts, sports clubs,

neighborhood-scale courts, and HOA-serving courts;

- Allows publicly owned and publicly accessible recreational courts to increase illumination levels up to 30 footcandles, provided enhanced performance standards are met;
- Treats illumination levels above 30 footcandles as exceptional, limiting such levels to competitive or tournament play conducted as part of an approved Crowd Gathering Event, with higher lighting levels permitted on a temporary basis only and with an automatic return to standard illumination levels following the event; and
- Retains Town authority to require additional mitigation where substantiated noise complaints are received or where field measurements demonstrate noise levels exceeding acceptable thresholds, including the installation of sound-attenuating measures such as acoustic fence wraps, sound-dampening panels, or other comparable mitigation along portions of the court perimeter.

Staff notes that the sound attenuating measures may also provide ancillary benefits, including reductions in light trespass and visual impacts. Any required mitigation would be the responsibility of the applicant or facility operator and would be implemented to ensure continued compatibility with surrounding properties.

Based on the review, staff recommends adoption of the proposed UDO text amendment as presented. Staff finds that this approach appropriately acknowledges applicable technical guidance while preserving the Town's long-standing emphasis on land-use compatibility and environmental protection.

Dark Sky Review Material

Outdoor Sports Lighting Guidelines can be found [HERE](#)

Outdoor Sports Lighting Program can be found [HERE](#)

Dark Sky Pickleball Complex, Champaign, Illinois can be found [HERE](#)

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. Pickleball Lighting Text Amend Ordinance

(DRAFT)
**AN ORDINANCE AMENDING THE UNIFIED DEVELOPMENT ORDINANCE OF THE TOWN
OF NAGS HEAD, NORTH CAROLINA AS IT PERTAINS TO ILLUMINATION STANDARDS
FOR PUBLICLY OWNED AND ACCESSIBLE PICKLEBALL COURTS.**

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, Albemarle & Associates, Ltd. On behalf of Dare County, has requested that the illumination standards for publicly owned and publicly accessible pickleball courts be amended.

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 10.37.5, Lighting of Outdoor Recreation Facilities,** shall be amended as follows:

10.37.5.1. General purpose area and sports lighting floodlight fixtures may be utilized, provided that all such light fixtures shall be directed or shielded such that the light measured at the property line does not exceed the following:

10.37.5.1.1. Horizontal illumination shall not exceed 0.1 initial footcandles for residential properties.

10.37.5.1.2. Vertical illumination shall not exceed 0.6 initial footcandles for residential properties.

10.37.5.1.3. Candela value shall not exceed 9,000 at between 82 degrees and 86 degrees above nadir.

10.37.5.2. Areas intended solely for pedestrian circulation, such as walkways connecting accessory buildings and viewing stands, shall be provided with security level illumination.

10.37.5.3. Light fixtures for recreational use shall be turned off no later than 11:30 p.m. at private facilities unless otherwise specified. Light fixtures for publicly or municipally owned, or publicly accessible recreational courts, and multipurpose recreation fields shall be turned off no later than 9:00 p.m. at ~~municipally owned recreation facilities~~. Only security level lighting shall be utilized to facilitate cleanup and nighttime maintenance.

Amend Table 10-7: Outdoor Recreational Facilities – Illumination Levels

Recreational Use	Average Maintained Footcandles
Bumper boats	5
Go-car track	10
Miniature golf	10
Outdoor sport climbing wall	10
Tennis / handball	15
<u>Pickleball – private, club, neighborhood or HOA courts</u>	<u>15</u>
<u>Pickleball – publicly owned or publicly accessible recreation courts</u>	<u>15 (may be increased to 30, subject to Section 10.37.5.9)</u>
Municipally owned recreation facilities	Minimum IES recommendation

Add new subsection 10.37.5.9 – Pickleball Courts

10.37.5.9.1 General Standards

Pickleball courts shall comply with all applicable provisions of Section 10.37.5, including but not limited to light trespass limitations, curfews, fixture shielding, and pole height requirements.

10.37.5.9.2 Public Recreation Pickleball Courts – Enhanced Lighting Option

Pickleball courts located at publicly owned or publicly accessible recreation facilities may increase illumination levels from 15 footcandles up to a maximum of 30 average maintained footcandles, provided the following conditions are met:

a. All light fixtures shall be full cutoff fixtures, with additional shielding and glare control measures as necessary to prevent light trespass onto adjacent properties and public trust waters;

b. No light trespass shall occur at the estuarine shoreline or public trust waters, as demonstrated through photometric plans submitted at permitting and verified through post-installation light audits as needed;

c. Lighting fixtures shall be limited to a maximum pole height of 25 feet, with fixtures aimed so that their beams are directed and fall within the primary playing areas, and away from sensitive areas including but not limited to public trust waters;

d. Dimmable or multi-level lighting systems shall be provided, allowing courts to operate at the lowest effective illumination level during normal recreational use;

e. All pickleball lighting shall operate on an on-demand basis only, utilizing a system such as push-button timers, or motion activation. Lighting shall not automatically activate at dusk, and it shall extinguish when active use or motion ceases. Under no circumstance shall lighting operate beyond the applicable curfew established in Section 10.37.5, regardless of motion detection, manual activation, or any other user input. All lighting systems shall be programmed to automatically shut off at curfew with no override capability.

10.37.5.9.3 Competitive or Tournament Play at Public Recreation Pickleball Courts

Pickleball courts located at publicly owned or publicly accessible recreation facilities, where competitive or tournament pickleball play is anticipated, lighting levels may be temporarily increased above 30 footcandles, not to exceed 50 average maintained footcandles, subject to the following:

a. Any increase above 30 footcandles shall occur only in conjunction with an approved Crowd Gathering Event;

b. Elevated lighting levels shall be time-limited to the duration of the approved event and shall not be permitted for routine or unscheduled play;

c. All light trespass, glare, shielding, pole height, and curfew requirements of Section 10.37.5 shall continue to apply;

d. Lighting systems shall return to standard recreational levels immediately following the conclusion of the approved event.

10.37.5.9.4 Noise Mitigation.

Pickleball courts, particularly those located at publicly owned or publicly accessible recreation facilities, may generate repetitive, impulsive noise associated with paddle and ball contact that is acoustically distinct from other outdoor recreational uses.

If, following installation and operation of pickleball courts, substantiated noise complaints are received or noise monitoring, audits, or field measurements demonstrate that pickleball play is resulting in noise impacts beyond the site, the Town may require the installation of sound-attenuating or noise-mitigation measures as necessary (ex: acoustic fence wraps, sound-dampening panels, perimeter barriers, or other comparable mitigation techniques) to ensure continued compatibility with surrounding properties and environmentally sensitive areas.

The applicant or facility operator shall be responsible for the design, installation, and maintenance of any required noise-mitigation measures. Implementation of such measures shall not be construed as a waiver of any other applicable standards or operational limitations of this ordinance.

PART II. 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 ____ 2026.

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, JANUARY 7, 2026

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 January 7th agenda as amended moving the new employee recognition to February.
3. Recognition –
TEN YEARS – Town Manager Andy Garman introduced Town Clerk Brittany Phillips, who was recognized for ten years of service.

TWENTY YEARS – Public Services Director Nancy Carawan introduced Sanitation Equipment Operator II Tony Windham, who was recognized by the Board for twenty years of service.

RETIREMENT – Police Chief Perry Hale introduced former Police Officer/School Resource Officer Shane Allen, who was thanked and congratulated by the Board on his retirement.
4. Public Comment –
John Cece – Nags Head resident – spoke on his perceived inequality of funding for the proposed 2026 Beach Nourishment Project.

David Bowden – Nags Head resident – requested the Board develop and consider an ordinance to prevent engine braking AKA “Jake” braking within town limits.
5. Consent Agenda – The Consent Agenda was approved as presented and consisted of the following:
 - Consideration of Budget Amendment #5 to FY 25/26 Budget
 - Consideration of Tax Adjustment Report
 - Approval of Minutes
6. Planning Director – Planning Director Kelly Wyatt summarized her monthly report and was thanked by the Board for her efforts. She gave a special thank you to all those who helped make the Candy Cane Hunt a successful event.
7. 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 which includes the Soundside Event Site. The Board approved staff to move forward with the revised ESMP approach as outlined in the staff report. This approach includes focusing efforts on the resiliency berm area of Soundside Rd and no longer considering offshore breakwaters as part of the RCCP grant funding.

8. Committee Reports

- Comr. Vaughan – noted that she was appointed to the Dare County Tourism Board on Monday, January 5th. She has orientation this week and her first meeting next week.
- Comr. Sanders – had nothing to add to Deputy Planning Director Costello’s update on Estuarine Shoreline Management.
- Comr. Lambert – acknowledged Planning Director Wyatt’s update on the Septic Health Advisory committee and noted that the Government Education Access Channel will be meeting in January and will be discussing America’s 250th celebration.
- Mayor Cahoon – stated that he had been invited by the NC League of Municipalities to attend a Washington, D.C. Fly-in to advocate for towns and resiliency projects funding. He hopes to have the opportunity to emphasize that beach renourishment should remain eligible for FEMA funding in the event of damage to engineered beaches.

- 9.** Ocean Rescue Pay Plan – The Board adopted the updated pay plan to increase Ocean Rescue Lifeguard rates by \$.50/hour, increase the pay escalation for returning guards by \$.25/hour, and increase the supervisor rate by \$1.25/hour and the associated budget amendment of \$10,369 plus tax.
- 10.** Reflective Address Signs Program – The Board approved the Consolidated Fee Schedule, adding the reflective address signs as presented.
- 11.** Workforce Housing – The Board approved the execution of the annual agreement for property management services by the Town Manager and the Ocean Rescue Housing Policy.
- 12.** Appointments/Reappointments to Town Boards/Committees - The Board reappointed both current sitting BOA Chair and Vice-Chair members, Margaret Suppler as BOA Chair and Bobby Gentry as BOA Vice-Chair. The Board reappointed Anne Farmer to the Firemen’s Relief Fund Board.
- 13.** Closed Session – The Board entered Closed Session to consider Jul 2025 – Dec 2025 Closed Session minutes and their disposition pursuant to GS 143-318.11(a)(1) and to consult with the Town Attorney regarding matters protected by the attorney/client privilege and to preserve that privilege, to include the Cherry, Inc litigation and potential legal issues associated with beach nourishment pursuant to GS 143-318.11(a)(3). The time was 10:04 a.m.
- 14.** Open Session - The Board re-entered Open Session at 10:48 a.m. Attorney Leidy reported that the Board approved the Jul 2025 – Dec 2025 Closed Session minutes and their disposition as presented and no other action was taken.
- 15.** Adjournment - The Board passed a motion to adjourn at 10:48 a.m.



AGENDA ITEM SUMMARY

Town of Nags Head Planning Board

REGULAR SESSION: January 20, 2026

AGENDA ITEM H.1.

Planning & Development Directors Report, January 7th, 2026.

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, January 7, 2026.

Monthly Activity Report

Attached for the Board's review is the Planning and Development Monthly Report for November 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 December:

- Tuesday, December 2nd — Technical Review Committee Meeting
- Wednesday, December 3rd — Board of Commissioners Meeting
- Wednesday, December 3rd — Harvey/OBVB Sound Access Living Shoreline Progress Meeting
- Thursday, December 11th — Board of Adjustment Meeting (no hearings)
- Saturday, December 13th — Holiday Market 9am - noon
- Tuesday, December 16th — Planning Board Meeting
- Wednesday, December 17th - Flashlight Candy Cane Hunt 5pm–6pm
- Wednesday, December 17th — Board of Commissioners Mid-Month Meeting

Planning Board — Pending Applications and Discussions

The Planning Board most recently met on Tuesday, December 16, 2025. At that meeting, the Board conducted Sketch Plan Reviews for two proposed development projects.

The first was a submission by Albemarle & Associates, Ltd. on behalf of Coastal Bluewater Capital, LLC and TW's Bait & Tackle, proposing the construction of two buildings to accommodate retail space and associated accessory storage. The property is zoned C-2, General Commercial, and is located at 2230 S. Croatan Highway (the vacant parcel west of TW's Bait & Tackle).

The second Sketch Plan Review was submitted by Michael Robinson, P.E. on behalf of Tar Heel Motel of OBX, LLC for the development of a two-story, 26-room hotel. The property is zoned C-2, General Commercial, located within the Hotel Overlay District, and situated at 7001 S. Croatan Highway.

Consistent with the purpose of the Sketch Plan Review process, the Planning Board did not take formal action but provided feedback and guidance to the applicants to consider as they refine their proposals in advance of formal submission. Albemarle & Associates, Ltd. will be advancing the TW's Bait & Tackle project through Technical Review Committee (TRC) and Planning Board consideration at the January 2026 meeting. Michael Robinson, P.E. is continuing to refine the Tar Heel Motel submittal and anticipates requesting Planning Board review in February 2026.

The next Planning Board meeting is scheduled for Tuesday, January 20, 2026. Agenda items will include the appointment of the Chair and Vice Chair, adoption of the 2026 meeting calendar, and consideration of the Special Use Permit and Site Plan Review for the TW's Bait & Tackle project.

Board of Adjustment – Recent and Pending Applications

There were no items for the Board of Adjustment's consideration in December 2025.

Additional Updates

- DWMP/Septic Health Advisory Committee — Since the last update, program activity has remained steady. Staff have finalized and, with the help of Public Services, installed educational signage at all six water quality monitoring locations, including a QR code that links the public to additional information about the project and its purpose. The Septic Health Advisory Committee is scheduled to meet on January 27, 2026, and staff continue to await a determination from the Division of Water Infrastructure regarding the Town's zero-interest loan application and proposed project scope.
- Estuarine Shoreline Management Plan — Deputy Planning Director Joe Costello is scheduled to update the Board of Commissioners at their January 7, 2026, meeting on the progress of projects associated with the implementation of the Estuarine Shoreline Management Plan (ESMP).
- Sand Relocation and Dune Management Cost Share Program – Planning staff continue to process a steady volume of applications for both the Sand Relocation and Dune Management Cost Share programs. As of December 31, 2025, the Town has received 103 sand relocation applications and 44 dune management cost share applications. To date, approximately \$150,000 of the \$400,000 allocated for this program has been committed. The majority of applicants qualify for the maximum reimbursement of \$3,500 for both sand relocation and dune stabilization activities.
- Permitting Update — 1st Quarter — Below is a summary of the total number of permits accepted and the average turnaround times. Please note these figures do not include trade permits (e.g., electrical, mechanical, or plumbing).

2025	Total Permits	Average Turnaround/Days
July	38	3
August	38	3.7
September	50	2.5

- Dowdy Park Events/Farmers Market/Holiday Markets/Art & Culture — The 4th Annual Flashlight Candy Cane Hunt was held on December 17th and was very well attended, with approximately 225 participants. The younger age group had the strongest representation. Looking towards next year, we will likely need to expand the area for the younger group to accommodate continued growth.

Winter Markets will resume beginning Saturday, January 10, 2026, and will be held on the second Saturday of each month from January through April, from 9:00 a.m. to noon. These smaller-scale markets are designed to support our local food vendors by providing opportunities to sell goods, offer pre-orders and pickups, and maintain community engagement during the off-season. The first Winter Market is expected to host approximately 6–10 vendors.

The Committee for Art and Culture will meet next on Wednesday, January 14, 2026, from 10:00 a.m. to 11:00 a.m. at Town Hall. The meeting will focus on upcoming fiscal year needs and preparation for a presentation to the Board of Commissioners summarizing the 2025 season.

In addition, staff have begun early planning for spring and summer programming. Paige is currently reaching out to and evaluating potential musical acts and performers for the upcoming concert season. Additional details will be shared as schedules and bookings are finalized.

Upcoming Meetings and Other Dates

- Tuesday, January 6th — Technical Review Committee Meeting
- Wednesday, January 7th — Board of Commissioners Meeting
- Wednesday, January 7th - Harvey/OBVB Sound Access Living Shoreline Progress Meeting
- Thursday, January 8th — Board of Adjustment Meeting (no hearings)
- Saturday, January 10th — Dowdy Park Winter Market 9am - noon
- Tuesday, January 20th — Planning Board Meeting
- Wednesday, January 21st - Board of Commissioners Mid-Month (if scheduled)
- Thursday, January 22nd - Local Planners CRS Users Group Meeting



Attachments

1. 1 F1 Planning Monthly Report

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

DATE SUBMITTED: December 7, 2025

	Nov-25	Nov-24	Oct-25	2025-2026 FISCAL YTD	2024-2025 FISCAL YTD	FISCAL YEAR INCREASE/ DECREASE
BUILDING PERMITS ISSUED - RESIDENTIAL						
New Single Family	1	4	3	6	11	(5)
New Single Family, 3000 sf or >	0	1	1	2	5	(3)
Duplex - New	0	0	0	0	0	0
Sub Total - New Residential	1	5	4	8	16	(8)
Miscellaneous (Total)	48	37	50	181	154	27
<i>Accessory Structure</i>	2	2	2	11	16	(5)
<i>Addition</i>	1	2	3	5	8	(3)
<i>Demolition</i>	0	0	1	3	5	(2)
<i>Move</i>	0	0	0	0	0	0
<i>Remodel</i>	10	13	13	42	37	5
<i>Repair</i>	35	20	31	120	88	32
Total Residential	49	42	54	189	170	19
BUILDING PERMITS ISSUED - COMMERCIAL						
Multi-Family - New	0	0	0	0	0	0
Motel/Hotel - New	0	0	0	0	1	(1)
Business/Govt/Other - New	0	0	0	0	0	0
Subtotal - New Commercial	0	0	0	0	1	(1)
Miscellaneous (Total)	7	3	4	33	29	4
<i>Accessory Structure</i>	1	1	0	11	9	2
<i>Addition</i>	0	0	0	1	0	1
<i>Demolition</i>	0	0	0	0	0	0
<i>Move</i>	0	0	0	3	0	3
<i>Remodel</i>	2	0	3	11	7	4
<i>Repair</i>	4	2	1	7	13	(6)
Total Commercial	7	3	4	33	30	3
Grand Total	56	45	58	222	200	22
SUB-CONTRACTOR PERMITS						
Electrical	25	27	49	193	221	(28)
Gas	1	1	0	11	7	4
Mechanical	18	14	29	141	158	(17)
Plumbing	5	12	15	34	43	(9)
Fire Sprinkler	0	0	0	2	0	2
VALUE						
New Single Family	\$500,000	\$1,485,000	\$2,490,000	\$4,165,000	\$5,166,157	(\$1,001,157)
New Single Family, 3000 sf or >	\$0	\$1,750,000	\$1,800,000	\$2,800,000	\$5,583,200	(\$2,783,200)
Duplex - New	\$0	\$0	\$0	\$0	\$0	\$0
Misc (Total Residential)	\$2,116,575	\$1,408,325	\$2,171,091	\$7,050,932	\$5,959,635	\$1,091,297
Sub Total Residential	\$2,616,575	\$4,643,325	\$6,461,091	\$14,015,932	\$16,708,992	(\$2,693,060)
Multi-Family - New	\$0	\$0	\$0	\$0	\$0	\$0
Motel/Hotel - New	\$0	\$0	\$0	\$0	\$18,000,000	(\$18,000,000)
Business/Govt/Other - New	\$0	\$0	\$0	\$0	\$0	\$0
Misc (Total Commercial)	\$152,952	\$37,500	\$627,093	\$6,495,462	\$1,641,899	\$4,853,563
Sub Total Commercial	\$152,952	\$37,500	\$627,093	\$6,495,462	\$19,641,899	(\$13,146,437)
Grand Total	\$2,769,527	\$4,680,825	\$7,088,184	\$20,511,394	\$36,350,891	(\$15,839,497)

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

DATE SUBMITTED: December 7, 2025

	Nov-25	Nov-24	Oct-25	2025-2026 FISCAL YTD	2024-2025 FISCAL YTD	FISCAL YEAR INCREASE/ DECREASE
ZONING						
Zoning Permits	55	48	57	231	217	14
Soil & Erosion	0	2	4	8	17	N/A
Stormwater Plans	3	3	5	8	13	N/A
CAMA						
CAMA LPO Permits	2	4	2	15	7	11
CAMA LPO Exemptions	9	5	7	40	21	0
Sand Relocations	71	53			53	N/A
CODE COMPLIANCE						
Cases Investigated	20	26	26	109	149	63
Warnings	7	5	10	30	16	13
NOVs Issued	13	20	16	79	130	50
Civil Citations (#)	0	0	0	0	0	0
Civil Citations (\$)	\$0	\$0	\$0	\$0	\$0	\$0
SEPTIC HEALTH						
Tanks inspected	12	9	21	61	48	28
Tanks pumped	6	4	26	60	31	28
Water quality sites tested	2	0	23	150	110	125
Personnel Hours in Training/School	45	40	100	271	192	126


Kelly Wyatt, Planning Director

Town of Nags Head

Telephone: 252-441-7016

FAX: 252-441-4290

Planning and Development 2026 Submittal Dates					
	Tech. Review ¹	Planning Board	Board of Commissioners	Board of Adjustment ²	
Submittal Date	Meeting Date	Meeting Date	Meeting Date	Meeting Date	Submittal Date
December 18, 2025	January 6, 2026	January 20, 2026	February 4, 2026	January 8, 2026	December 9, 2025
January 15, 2026	February 3, 2026	February 17, 2026	March 4, 2026	February 12, 2026	January 13, 2026
February 12, 2026	March 3, 2026	March 17, 2026	April 1, 2026	March 12, 2026	February 10, 2026
March 19, 2026	April 7, 2026	April 21, 2026	May 6, 2026	April 9, 2026	March 10, 2026
April 16, 2026	May 5, 2026	May 19, 2026	June 3, 2026	May 14, 2026	April 14, 2026
May 14, 2026	June 2, 2026	June 16, 2026	July 1, 2026	June 11, 2026	May 12, 2026
June 18, 2026	July 7, 2026	July 21, 2026	August 5, 2026	July 9, 2026	June 9, 2026
July 16, 2026	August 4, 2026	August 18, 2026	September 2, 2026	August 13, 2026	July 14, 2026
August 13, 2026	September 1, 2026	September 15, 2026	October 7, 2026	September 10, 2026	August 11, 2026
September 17, 2026	October 6, 2026	October 20, 2026	November 4, 2026	October 8, 2026	September 8, 2026
October 15, 2026	November 3, 2026	November 17, 2026	December 2, 2026	November 12, 2026	October 13, 2026
November 12, 2026	December 1, 2026	December 15, 2026	January 6, 2027	December 10, 2026	November 10, 2026
December 17, 2026	January 5, 2027	January 19, 2027	February 3, 2027	January 14, 2027	December 8, 2026
January 14, 2027	February 2, 2027	February 16, 2027	March 3, 2027	February 11, 2027	January 12, 2027
Board of Commissioner Submittal/Meeting Dates may be obtained from the Town Clerk at 252-441-5508.					
*Planning Board Items are due by 1 PM on submittal date: site plan check-in takes about 15 minutes. *Digital version of submittal is required in addition to required paper copies.					
¹ Tentative dates - meetings subject to cancellation/change					
² Meetings scheduled as necessary					