



AGENDA

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

TUESDAY, MAY 20, 2025; 9:00 AM

REGULAR SESSION

A. CALL TO ORDER

B. APPROVAL OF AGENDA

C. PUBLIC COMMENT/AUDIENCE RESPONSE

D. APPROVAL OF MINUTES

1. April 15th, 2025

E. ACTION ITEMS

1. Consideration of Site Plan Amendment submitted by the Town of Nags Head for the redevelopment of the existing Employee Wellness Facility, located at 5401 S. Croatan Highway, Nags Head.
2. Nomination of Planning Board member to serve on the Septic Health Advisory Committee (SHAC).

F. REPORT ON BOARD OF COMMISSIONERS ACTIONS

1. May 7, 2025

G. TOWN UPDATES - AS REQUESTED

H. DISCUSSION ITEMS

1. Continued discussion of Strategic Plan Action Item 2.2 as it relates to the examination of the allowable uses within the Commercial Outdoor Recreation Overlay District.
2. Planning & Development Directors Report, May 7th, 2025

I. PLANNING BOARD MEMBERS' AGENDA

J. PLANNING BOARD CHAIRMAN'S AGENDA

K. ADJOURNMENT

**Town of Nags Head
Planning Board
April 15, 2025**

The Planning Board of the Town of Nags Head met on Tuesday, April 15, 2025, in the Board Room at the Nags Head Municipal Complex.

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

Members Present

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

Members Absent

Kristi Wright

Others Present

Kelly Wyatt, Joe Costello, Lily Nieberding

Approval of Agenda

David Elder moved to approve the agenda as presented, Molly Harrison seconded, and the motion passed by unanimous vote.

Public Comment/Audience Response

None

Approval of Minutes

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

Action Items

Consideration of a map amendment to rezone the southernmost portion of the Nags Head Municipal Complex from R-3 (High-Density Residential) to SPD-C (Village at Nags Head) Institutional to resolve the existing split-zoning of the property.

Planning Director Kelly Wyatt presented a map of the area in question and explained that following the Planning Board's initiation of this text amendment at their March meeting, planning staff is requesting consideration of a zoning map amendment to rezone the southernmost portion of the Nags Head Municipal Complex from R-3 (High Density Residential) to SPD-C (Village at Nags Head) Institutional. This change would resolve the existing split-zoning of the property and align the zoning designation with the current and planned municipal uses.

Ms. Wyatt explained that Staff and the Board of Commissioners have been working on a Town Hall Campus Master Plan (Facility Assessment Study), which was approved by the Board of Commissioners in December 2024. The plan evaluates both current and future space needs for town facilities, including the Board of Commissioners meeting room, Police Station, Fire Station, Public Services Garage/Storage, Telecommunications tower and a new employee fitness facility.

While staff were aware of the split-zoning on the property, a recent survey conducted for the new fitness center and parking area revealed that improvements on the southern side of the property, located within the R-3, High Density Residential District, would exceed the maximum allowable lot coverage of 33% for that district. In contrast, the northern portion of the property is zoned SPD-C, Village Institutional, permits up to 70% lot coverage, which is more suitable for current and future development needs.

Given that the Municipal Complex serves the entire town, staff is recommending that the property be rezoned in its entirety to SPD-C, Village Institutional to ensure consistency with its current use and facilitate future site improvements envisioned in the master plan.

Ms. Wyatt confirmed for Mr. Gwinn that if approved, the allowable lot coverage would increase from 33% to 70%.

Ms. Wyatt explained that if this zoning map amendment is adopted, staff will also propose a corresponding text amendment to clarify that detached accessory structures, such as the employee fitness facility, boardroom, and telecommunication tower, are recognized as permissible uses associated with the municipal complex.

Ms. Wyatt confirmed for Mr. Belsches that this will go to the Commissioners first in the consent agenda then as a public hearing. Ms. Wyatt did reach out to Macey White with the Village at Nags Head to let her know about the request and discuss any architectural design requirements.

Ms. Wyatt confirmed for Mr. Gwinn that the Town Hall Complex as well as parcels such as the Epstein tract and Lakeside hotel parcel are not part of the original Village tract, they are not connected to the wastewater system, and they don't participate with the Village POA and ACC. The new EMS station is part of Village Commercial, and Dare County is in the process of getting ACC approval.

Following adoption of both the map and text amendments, staff will bring forward a Site Plan Amendment request for the new employee fitness facility with residential workforce housing above, for Planning Board review at an upcoming meeting.

There being no further discussion, Chair Vaughan moved to recommend approval of the proposed rezoning. David Thompson seconded, and the motion passed by unanimous vote.

Consideration of a text amendment to Section 9.36, Table of Uses and Activities for the SPD-C District, to clarify and expand the list of allowable accessory uses associated with the "Municipal Building" use within the Village Institutional zoning classification.

Ms. Wyatt explained that in conjunction with the proposed rezoning of the Nags Head Municipal Complex, Planning Staff are recommending a text amendment to Section 9.36, Table of Uses and Activities, of the Unified Development Ordinance (UDO) to clarify and expand the list of allowable accessory uses associated with the "Municipal Building" use within the SPD-C, Village Institutional zoning classification.

Contingent upon the Planning Board's recommendation and the Board of Commissioners' adoption of the proposed zoning map amendment/rezoning, which would resolve a split-zoning issue and rezone the entire Municipal Town Hall Campus at 5401 S. Croatan Highway to SPD-C, Village Institutional, this text amendment is intended to align permitted uses with the various municipal functions currently operating on the site.

Section 9.36 currently lists "Municipal building, including fire station, police station, administrative office, and County EMS Station" as a permitted use in the Village Institutional District. However, with the expansion of the Village Institutional zoning designation to include the southern portion of the Municipal Complex property, staff recommends updating the table to expressly include certain accessory uses already present on the site.

The proposed amendment would clarify that detached accessory structures, such as the employee fitness facility, telecommunication tower, and detached board/meeting room, are permitted when associated with municipal building use. This ensures these structures are recognized as compliant with the Village Institutional designation and supports the implementation of the Town Hall Campus Master Plan.

It is important to note that the existing telecommunication tower on the town hall property replaced the former water tower and functions as an accessory use to the municipal complex. Under the proposed text amendment, telecommunication towers would be allowed only when located on the same property as and in conjunction with municipal building use. This language is intentionally limited and does not authorize new standalone principal uses within the Village. The amendment reinforces the intent that such uses remain directly tied to and as an accessory to municipal operations.

There being no concerns, David Elder moved to recommend approval, Meade Gwinn seconded, and the motion passed unanimously.

Report on Board of Commissioners Actions – April 2, 2025

Ms. Wyatt gave an update on the Board of Commissioner Actions, of note: Proclamation, Dark Sky Week, The Board adopted the Proclamation declaring April 21-28, 2025, Dark Sky Week as presented. Public Hearing to consider a Nags Head Unified Development Ordinance (UDO) text amendment request submitted by Attorney Crouse Gray, Jr. on behalf of Nags Head 87, LLC to increase the number of fueling dispensers allowed at fueling stations and to increase the allowable floor area of any convenience store associated with a fueling station within the C-2, General Commercial Zoning District; the Board voted unanimously to deny the UDO text amendment request as presented. The Board unanimously approved the site plan amendment submitted by The Keith Corporation and Timmons Group for the Construction of a Starbucks Restaurant at 7100 South Croatan Highway. The Board unanimously approved the Living Shoreline Project Design Scope of Services Approval for the Soundside Event Site and Harvey Site and Capital Project Ordinance Amendment. The Board unanimously approved the Design Services Agreement for the New Fitness Center and Housing Facility and associated Budget Amendment. Due to the uncertainty in the NC Legislature regarding zoning laws, it is Board consensus to wait to schedule an ADU Workshop with the Planning Board when we know more about what's happening.

Town Updates

None

Discussion Items

Continued discussion of Strategic Plan Action Item 2.2 as it relates to the examination of the allowable uses within the Commercial Outdoor Recreation Overlay District.

Deputy Planning Director Joe Costello provided a recap of the previous month's presentation on the Commercial Outdoor Recreation District (CORD), an overlay district originally established in 1995. The purpose of the CORD was to consolidate commercial outdoor recreational uses, such as go-kart tracks, and to reduce land use conflicts with adjacent residential areas. The review of the CORD was initiated as part of the Town's Strategic Plan, which includes efforts to identify and resolve existing land use incompatibility.

As part of this effort, staff prepared a report offering a holistic review of the district. The report outlines the district's background, current location, existing development patterns, and its original purpose. It also includes recommendations for zoning changes to address ongoing compatibility issues. These include suggestions to:

- Exclude certain uses from being allowed within the CORD in the future;
- Consider allowing some accessory uses to support existing commercial outdoor businesses more effectively; and
- Align permitted uses with those identified in the Town's Comprehensive Plan as acceptable or desirable.

In addition to the report, Staff came up with some discussion items with the intent to get feedback from the Board, answer any questions and get a vision for the future of the district. Mr. Costello then reviewed the discussion items with the Board:

- Do you think the current uses in the CORD reflect the original intent of the district? Should we consider refining the allowable uses to encourage more of the desired development, less of those uses that are deemed undesirable?
- In what ways does the current mix of uses contribute to, or detract from, the character of the Soundside Activity Node and the goals in the Comprehensive Plan?
- Is the purpose of the overlay district still relevant today, or should it evolve to reflect broader goals?
- Are there any specific uses or development patterns that feel out of place or inconsistent with the vision/intent for this area?
- Would you support allowing more flexibility in development (like multiple principal uses or accessory residential units) to encourage reinvestment while preserving the outdoor recreation character?
- What walkability improvements (paths, connections, crosswalks, public art) would make this area more attractive or better connected to nearby destinations like Jennette's Pier or Whalebone Junction?

Ms. Harrison noted that there were some things on the list that would be undesirable for that district.

Mr. Costello confirmed for Chair Vaughan that every ten years or so the district has been reviewed but to the best of his knowledge there has never been an effort to reduce the size of it based on incompatibility.

Staff expressed general support for maintaining the commercial outdoor recreation uses currently present in the CORD, noting that developments like the outlets contribute positively to the area's character. The focus, they suggested, should be on supporting existing businesses and keeping them viable—potentially through increased pedestrian connectivity and improvements to walkability. Staff

emphasized they do not want to see these businesses disappear, but rather see the area enhanced to encourage reinvestment and redevelopment in alignment with the district's original intent.

Chair Vaughan agreed on the importance of staying proactive and supportive of existing outdoor recreation businesses, with suggestions to attract similar new businesses to the area, noting that few have been added in recent years.

Mr. Gwinn emphasized the importance of making the district more attractive, walkable, and safe for pedestrians and cyclists. He was in support of enhancing the area in a way that encourages compatible recreational activities, particularly those focused on family-friendly fun. Mr. Gwinn also liked the idea of maintaining flexibility in the plan, allowing the Town to revisit and adjust uses if they are found to be inconsistent with the district's intent.

Chair Vaughan raised concern about preserving views and access to the sound, expressing a desire to avoid creating a "wall of development" that would block scenic views—something she felt should remain a priority.

Mr. Costello then clarified the color-coded zoning recommendations:

- *Red-highlighted uses* are those staff recommends removing because they are likely incompatible with the intent of the CORD (e.g., large residential dwellings).
- *Yellow-highlighted uses* are potential *accessory uses* that would support the commercial outdoor recreation focus.

Mr. Costello noted that while the CORD allows specific recreational uses not found elsewhere, the underlying C2 zoning still permits a wide range of uses, including things like gas stations or firearm sales as Ms. Harrison pointed out, which may not align with the district's character.

Staff aimed to limit only the most incompatible uses, balancing private property rights with the district's vision. Staff also suggested introducing *accessory residential uses*, like duplexes or small multifamily housing, to support business operations (ex. housing staff). Additionally, allowing *multiple principal uses* (such as combining a restaurant with an adjacent mini golf course) could encourage creative redevelopment while preserving the recreation-based identity of the area.

Ms. Harrison pointed out that if large single-family residences are counter to the district maybe large multi-family are incompatible as well.

The Board agreed that due to current legislation they can review and make recommendations, but they currently are unable to implement changes, agreeing that this discussion is more of a strategic "wish list".

Ms. Harrison asked how the Town can actively support existing businesses, even without changing zoning immediately. They stressed the importance of making the area more walkable, welcoming, and consistent with its current recreational character to attract people and maintain the area's identity.

Mr. Costello agreed that there are things that could be done and explained that their intent was to present a broader vision, not just to propose changes to allowable uses, but to encourage a more holistic approach to supporting the area as a place. This includes initiatives the Town can currently do, such as advocating crosswalks, street trees, benches, and other walkability and accessibility improvements.

Chair Vaughan agreed, highlighting the importance of focusing on proactive, positive steps the Town can take now.

Ms. Harrison discussed the event site, asking whether it would include public-use features like shaded areas, tables, or benches when no events are scheduled. Staff responded that pickleball courts are planned and the site is generally open to the public during the day. Ms. Wyatt noted that no new public amenities have been formally proposed yet, but that doesn't mean they won't be.

Ms. Harrison emphasized the value of welcoming features, comparing it to the underappreciated but attractive Harvey Access Pavilion and noted that the planned boardwalk at the event site would be a future draw.

Mr. Costello asked whether the current mix of uses—such as water sports, mini-golf, and go-karts—functions well together as an activity node.

Ms. Harrison noted that the area could thrive as a local destination if bicycle access and infrastructure such as bike racks were improved. She envisioned the space as somewhere locals and visitors could bike to safely, enjoy a meal, sunset, and recreational activities, but noted that currently, it lacks that cohesive feel.

The Board agreed that while the future boardwalk may bring more people, the area still feels highway commercial and not truly connected. The Board likes ideas such as public art installations as potential enhancements.

Mr. Elder suggested the idea of a "run loop" so you would know how long it takes to run or bike or walk to certain locations, where the crosswalks are located, like a trail map of sorts that could begin to connect those sites. The Board seemed in favor of the district becoming a type of destination for locals and visitors.

Mr. Costello suggested that if the area was more cohesive, with better signage and information about how different amenities and businesses connect, it would help visitors plan their activities more effectively. This would ultimately support the businesses in the area and align with the goals of the comprehensive plan.

Chair Vaughan suggested involving the Arts & Culture Committee as a way to draw people in.

Mr. Thompson noted that a common complaint from 30% of the people that visit the area is the lack of activities available beyond going to the beach and then retreating back to their cottages. The sense of "there's nothing to do" is a significant concern that needs addressing and suggested that with the right infrastructure the Town could create a place where people want to spend time, rather than just a stopover.

The Board then discussed what walkability improvements (paths, connections, crosswalks, public art) could make the area more attractive or better connected to nearby destinations like Jennette's Pier or Whalebone Junction. Mr. Costello reviewed some proposed connections in the Pedestrian Plan.

Mr. Elder suggested maybe allowing EV charging stations as an accessory use. People could leave their car charging and walk around enjoying some of the available activities.

Mr. Belsches emphasized the importance of allowing people to cross the highway safely and that a crosswalk should be a top priority. The Board discussed other options such as a pedestrian bridge, vegetated median strips, flashing warning lights and maybe reducing the speed limit.

Other suggestions included information kiosks, and directional signs, maybe painted on the multi-use paths, with QR codes that people could scan with their phones.

Mr. Belsches noted and the Board agreed that this area is already fairly commercial already so adding these more "urban features" would not make a big difference there. Chair Vaughan noted that if this were successfully developed it could help protect and keep the rest of Nags Head in the more traditional style.

Finally, the Board discussed different methods of transportation such jet skis, golf carts, e-bikes or on foot, and how these fit in with the vision of the area.

Mr. Costello thanked the Board for their comments and discussion.

Discussion of Legislative Bill Tracking Report

Ms. Wyatt explained that each week, Town Manager Andy Garman receives a legislative tracking report from the Town's newly retained lobbyists, Ward and Smith, P.A. In reviewing these reports, along with materials provided by the NC-APA Legislative Committee, staff have identified numerous proposed bills that present significant concerns for the Town, particularly for the Planning & Development Department, as they would substantially limit the Town's authority to regulate land use. Ms. Wyatt presented a list of identified bills, including the bill number, title, primary concerns, and a link to the UNC School of Government's Legislative Reporting Service summary for each.

Ms. Wyatt then briefed the Board on several pieces of proposed state legislation that could significantly impact the Town's ability to regulate land use. Of particular concern is House Bill 765, which contains numerous provisions that would substantially restrict local planning authority. Many of its elements also appear in other pending legislation, indicating a broader effort to reduce local government control. In response, the Town Manager, Mayor, and Ms. Wyatt met with the Town's lobbyists to discuss strategy. Letters outlining the Town's concerns are being drafted and will be reviewed by the lobbyists before being delivered to the bills' sponsors. Ms. Wyatt noted that an update will likely be discussed at the upcoming mid-month Board of Commissioners' meeting.

Ms. Harrison noted that there was a lot of regulation related to parking. The Board discussed growing concerns regarding proposed legislation that would significantly limit the Town's ability to regulate parking requirements and residential density. Ms. Wyatt highlighted legislation that poses substantial challenges, including the potential elimination of minimum parking standards for both commercial and residential uses. While the bill is gaining traction among environmental advocates due to its potential to reduce impervious surfaces and stormwater runoff, Ms. Wyatt emphasized that such changes could have negative impacts on the town where parking is already a concern. Additionally, provisions that would allow duplexes, triplexes, and quadplexes on lots currently zoned for single-family homes, without corresponding parking requirements, were noted as a major shift in density, raising serious concerns.

Ms. Wyatt noted that H765 is likely to gain legislative traction due to its reputable sponsors and broad scope, making it difficult to prevent entirely. However, Mr. Garman proposed a potential strategy that could help safeguard Nags Head and similar communities. He suggested advocating for an exemption within the bill for municipalities that are not connected to a municipal wastewater treatment facility

and instead rely on on-site septic systems. Board members responded positively, acknowledging that communities on septic face unique infrastructure and environmental challenges that could be exacerbated by the bill's provisions with Mr. Elder noting the recent policy changes regarding septic health standards.

Mr. Elder also raised concerns about the absence of specific stormwater policy in the legislation, despite the increasing problems associated with Stormwater in developed areas. He noted that current state stormwater standards are outdated and based on storm events that the region now frequently surpasses.

Ms. Wyatt noted the threat posed by House Bill 713, which would prohibit any local environmental regulations that go beyond state requirements. This restriction would significantly impact the Town's ability to manage its unique environmental conditions, particularly regarding Stormwater measures, the CRS program, and the Flood Ordinance. Mr. Gwinn voiced frustration, noting that the state seems to assume uniformity across all localities, while Nags Head faces distinct challenges. Mr. Elder agreed, adding that every location in the state is unique, reinforcing the concern that a one-size-fits-all approach is not effective for environmental policy.

Mr. Elder suggested increasing public transparency through media partnerships, so that they can do more to educate residents about the seriousness of the proposed legislation. As a board member and resident, Mr. Elder expressed concern over the possible impacts of the bills, emphasizing that many other residents likely share similar fears but may not fully grasp the scale of what's being proposed.

Mr. Belsches questioned whether Nags Head is acting independently or if other neighboring towns are also involved in opposing the proposed legislation. Ms. Wyatt noted that the Manager and Mayor would be discussing with this other towns.

Ms. Wyatt confirmed for Chair Vaughan that the concerning bills being tracked, covering issues like short-term rentals, accessory dwelling units (ADUs), and rebuilding in floodplains, were identified as priorities by Town staff. These are not ranked but are all significant issues for the Town.

Ms. Wyatt noted, and Chair Vaughan concurred that the part about re-building in historical flood zones seems to stem from recent issues in Western North Carolina, which doesn't necessarily translate well to coastal communities like Nags Head. The concern is that while state-level legislation might make sense for inland or mountainous areas, applying them broadly could undermine years of local progress in floodplain management and planning.

Ms. Wyatt confirmed for Ms. Harrison that Mayor Cahoon and Town Manager Garman will be discussing the legislative communication process with the Commissioners at the upcoming meeting to make sure they are aware. The final communication will be submitted to the appropriate legislators.

In general, the Board was glad that the Town is trying to get ahead of it and requested updates to know what the status is on the proposed legislation.

Planning & Development Director's Report – April 2nd, 2025

Ms. Wyatt gave a brief overview of her director's report noting that they have a Septic Health Advisory Committee meeting coming up on April 30th. Ms. Wyatt also stated that they will need to have a Planning Board member sit on the committee to replace the seat left vacant after the passing of Mr. Ferguson. The Board agreed to think about it and discuss it at next month's meeting. Ms.

Wyatt also noted that the Town had wells dug for the 4 new Water Quality monitors and are in the process of getting them installed. The Town is also gearing up for the upcoming summer markets at Dowdy Park and they have hired a seasonal employee to assist with the markets.

Planning Board Members' Agenda

None

Planning Board Chairman's Agenda

None

Adjournment

A motion to adjourn was made by David Elder. The time was 10:36 AM.

Respectfully submitted,
Lily Campos Nieberding



AGENDA ITEM SUMMARY

Town of Nags Head Planning Board

REGULAR SESSION: May 20, 2025

AGENDA ITEM E.1.

Consideration of Site Plan Amendment submitted by the Town of Nags Head for the redevelopment of the existing Employee Wellness Facility, located at 5401 S. Croatan Highway, Nags Head.

Prepared by

Kelly Wyatt, Planning Director

Reviewed by

Kelly Wyatt

Staff Comments/Recommendation

Planning staff find that the proposal is consistent with applicable use and development standards, as well as relevant land use policies. Based on staff's review, approval of the Site Plan Amendment is recommended, contingent upon the resolution of the existing split-zoning on the Municipal Complex parcel to ensure the entire property is designated SPD-C, Village at Nags Head Institutional.

Specific Action Requested

Consideration of Site Plan Amendment

Summary

General Information

Applicant: Town of Nags Head

Application Type: Site Plan Amendment

Purpose/Request: Construction of a two-story, 3,200-square-foot employee wellness center with two residential workforce housing units on the upper floor and associated site improvements. Consideration of this request is contingent upon the approval of a related map amendment to eliminate the existing split-zoning of the property and reclassify the entire parcel as SPD-C, Village at Nags Head Institutional.

Property Location: 5401 S. Croatan Highway, Nags Head

Existing Land Use: Nags Head Municipal Complex

Zoning Classification of Property: Split zoned between SPD-C, Village at Nags Head Institutional and R-3, High Density Residential. Site Plan approval is contingent upon a requested rezoning resulting in the entire property being designated as SPD-C, Village at Nags Head Institutional.

Zoning Classification of Surrounding Properties: Properties to the south are zoned R-3, Medium Density Residential and are developed residentially. Properties to the east, directly across S. Virginia Dare Trail, are zoned SPD-C, Village at Nags Head Townhouse I and Town of Nags Head CR, Commercial Residential and are developed residentially. Properties to the north are zoned SPD-C, Single Family Detached 2 (residential) and SPD-C, Village Commercial-2 (Village Realty). Properties to the west of the site, directly across S. Croatan Highway, are zoned

SPD-C, Village Institutional (Fire Station 16 and Utilities, Inc).

Flood Hazard Zone of Property: Property is located in an X Flood Zone. Per the Town of Nags Head local ordinance, the property is subject to an RFPE/LES of 9 feet. The proposed first floor of habitable space (fitness facility) will be elevated to 10 ft., and therefore compliant.

Land Use Plan Map/Policies: The 2017 Comprehensive Plan Future Land Use Map classifies this property as Institutional/Community Services. This proposal is consistent with this land use classification and stated land use policies.

Specific Information:

Applicable Zoning Regulations:

Use Regulations: Section 9.36, Table of Uses and Activities for the SPD-C District, identifies "Municipal Building, including fire station, police station, administrative office, and County EMS Station" as a Permitted Use within the Village Institutional zoning district. The current proposal involves replacing an existing employee fitness facility with a new, upgraded facility. In addition to the required Site Plan Amendment, this proposal is contingent upon the rezoning of the entire parcel to SPD-C, Village Institutional. To further support the proposal, staff has also initiated a text amendment to explicitly identify employee fitness facilities as an allowable accessory use to municipal buildings.

Lot Coverage: Section 9.23.2.2 of the Unified Development Ordinance establishes a maximum impervious coverage of seventy percent (70%) and a minimum landscaped area of thirty percent (30%) within the Village Institutional District. The existing lot coverage for the entire parcel is 44.12%. The proposed redesign of the upgraded employee wellness facility includes the use of permeable pavers in the parking area, resulting in a slight decrease in impervious coverage to 44%. As such, the proposal complies with the applicable lot coverage requirements.

Height: The maximum allowable building height within the Town is 35 feet; however, pursuant to Section 8.2.1, Dimensional Requirements, total height may be increased to 42 feet with the use of an 8:12 roof pitch or greater. The applicant has proposed a structure with an overall height of 34 feet, with the use of 10:12 roof pitch. Therefore, height is compliant.

Architecture Design Standards: Section 10.82 of the UDO, Applicability, states that Commercial Design Standards shall apply to all building construction or remodeling projects requiring a special use permit or site plan review. This project must adhere to the Commercial Design Standards set forth within Part VI of the UDO. Section 10.83, Design Standards, of the UDO, states that projects adding a total habitable building area of 10,000 square feet or less may elect to comply with the building design requirements by achieving 150 points based on the criteria outlined in the Town of Nags Head Residential Design Guidelines. Projects that elect to comply in this manner shall, in addition to the required 150 architectural design points, incorporate specific building standards into the design. The proposed architectural design satisfies the minimum standards required by Section 10.83 and additionally achieves 155 architectural design points with the use of a first floor porch, dormers, 8:12 pitched roof, wood shingles and other miscellaneous architectural details.

Parking: While there is no specific parking standard in the UDO for an employee fitness center accessory to a principal municipal complex, Section 10.16 provides a standard for stand-alone indoor fitness/gymnasium use, requiring one parking space per 300 square feet of gross floor area. Based on the proposed 3,200-square-foot facility, 11 parking spaces would be required.

Additionally, the project includes two four-bedroom workforce housing units located above the fitness facility.

Applying the standard of one parking space per bedroom, 8 additional spaces are required. This brings the total parking demand for the proposed development to 19 spaces.

As part of this project, 15 new parking spaces will be added. When accounting for the parking requirements of the existing municipal administrative offices and boardroom, a total of 76 parking spaces are required across the site. With 86 spaces provided, the site exceeds the required parking and is fully compliant for all existing and proposed uses within the Municipal Complex.

Buffering/Landscaping: Several sections of the Unified Development Ordinance speak to Buffering and Landscaping as it applies to this proposed project.

- Section 10.93.3.2 of the Unified Development Ordinance (UDO), Commercial Transitional Protective Yards, requires enhanced landscaping when a non-residential use is located adjacent to a residential use or residential zoning district. Specifically, a protective yard at least ten (10) feet in width with two rows of acceptable plant material must be installed and maintained. Since the property to the south is developed with residential uses, this buffer is required along the southern property line. A 10-foot-wide vegetative buffer has been proposed; however, prior to permitting, a detailed planting plan demonstrating two rows of acceptable vegetation must be submitted and approved. It should be noted that an existing block building on slab is located along the southern boundary, which may limit the available area for additional landscaping in that location.
- Section 10.93.3.7 of the UDO, Interior Parking Lot Landscaping, requires that at least ten percent of the total area of parking spaces be dedicated to landscaping. Based on this standard, a minimum of approximately 320 square feet of vegetated area is required. The proposed site plan includes newly designed landscape beds and vegetated pockets of landscaping around the parking area totaling over 1,000 square feet, which exceeds the minimum requirement and is therefore compliant.
- Section 10.93.3.8 of the UDO, Vegetation Preservation/Planting Requirements, requires that new development projects either preserve a minimum of ten (10) percent of the lot's total area with existing natural vegetation and/or dune elevations or plant new vegetation in lieu of preservation. When existing vegetation cannot be preserved, the planting of a minimum of fifteen (15) percent of the lot's total area shall be required. Based upon the scope of this project, 95% of the existing mature vegetation onsite will be retained, and several large new landscape beds are proposed. This project meets the requirements and is compliant.

Lighting: Any proposed new lighting must be compliant with the requirements of Article 10, Part IV of the Unified Development Ordinance. A compliant lighting plan will be required prior to the issuance of any development permits. In addition, a light audit will be required prior to the issuance of occupancy permits.

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

Water and Sewage Disposal: Dare County Health Department approval is in process. This will be required prior to the issuance of any development permits.

Traffic Circulation: Traffic circulation for the site has been designed by the Town Engineer in accordance with applicable Town standards. As the project designer, the Town Engineer has ensured compliance with established traffic circulation requirements.

Stormwater Management: Section 11.4.1 of the Unified Development Ordinance states, Redevelopment of property within existing commercial uses does not require submission of a stormwater plan under the following circumstances:

- 11.4.1.1. The development is consistent with the zoning regulations of this UDO relating to redevelopment and nonconformities;
- 11.4.1.2. The redevelopment does not result in a net gain of built upon area;
- 11.4.1.3. The redevelopment does not include the importation of any fill material.

Stormwater management is not required for this project, provided that there is no net increase in built-upon area and no importation of fill material.

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

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

Attachments

1. Fitness Facility Site Plan Attachments



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

(Optional) VESTED RIGHT ☐ (no fee)

= TOTAL FEE DUE _____

TOWN OF NAGS HEADDATE RECEIVED May 2, 2025**SITE PLAN REVIEW APPLICATION & CHECKLIST****1. LOCATION AND ZONING INFORMATION**

- A. PROJECT TITLE Town of Nags Head Wellness Center
- B. STREET ADDRESS 5401 South Croatan Hwy.
- C. SUBDIVISION None
- LOT(S) N/A BLOCK N/A SECTION N/A
- D. PRESENT ZONING SPD-C Institutional (pending)
- E. PRESENT USE Municipal Complex
- F. EXISTING NONCONFORMITIES N/A
- G. ABUTTING PROPERTY ZONING Residential (R-3) south, Commercial (SPDC-VC2) north, Residential (SPDC-DSF2) north
- H. ABUTTING PROPERTY USE Residential (south), commercial and residential (north)

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.

DocuSigned by:

Amy Miller

ED21602A02B440B...

 OWNER ☒ AGENT ☐ CONTRACT ☐
 PURCHASER ☐

- B. APPLICANT/DEVELOPER: NAME Andy Garman
- ADDRESS 5401 South Croatan Hwy.
- Nags Head, North Carolina 27959
- TELEPHONE 252.449.2006
- C. CONTACTPERSON: NAME David Ryan, P.E.
- ADDRESS 5401 South Croatan Hwy.
- Nags Head, North Carolina 27959
- TELEPHONE 252.441.6221

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

- NAME/ADDRESS (N) Robert Wienholt, 9814 Kraft Hill Rd, Perry Hall, MD 21128/Greenwater Traders, LLP, PO Box 1003, Nags Head, NC 27959
- NAME/ADDRESS (S) See attached
- NAME/ADDRESS (E) South Virginia Dare Trail (NC 12)
- NAME/ADDRESS (W) South Croatan Highway (US Hwy 158)

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

4. SITE PLAN AND SITE PLAN ATTACHMENT DATA

A. Site plan preparer David Ryan, PE Phone# 252.441.6221
 NC Registered ☒ Engineer ☐ Architect ☐ Surveyor. License# NC 030406

- 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 a system repair application has been submitted to the Dare County Health Department

- D. Project involves condominium ownership.
☒ NO ☐ YES, Three copies of condominium documents attached.

- E. Amount of land-disturbing activity proposed 21, 288 sf square feet.
 A Soil Erosion and Sedimentation Control Plan has been prepared.
☐ NO ☒ YES; (1) Copy attached,
 (2) Copy submitted to Dare County Soil Conservation Service, Manteo NC 27954.

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

5. INFORMATION TO BE SHOWN ON SITE PLAN

Twelve (12) copies for Planning Board review

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

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

Commercial ☐ Residential ☒ INSTITUTIONAL	Parking Spaces Required	Parking Spaces Shown	Loading Spaces
<u>TWO</u> STORIES BUILDING SQUARE FOOTAGE: <u>3,200 SF</u> PRINCIPAL _____ ACCESSORY _____ TOTAL <u>3,200 SF</u>	11 SPACES	11 SPACES* *combined w/ existing parking spaces on-site	N/A
# EMPLOYEES _____	N/A	N/A	N/A
#DWELLING/LODGING UNITS <u>(2) 4-BDR UNITS</u>	8 SPACES	8 SPACES	N/A

D. EXPLANATORY NOTES

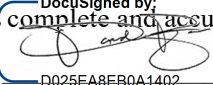
1. Vicinity map.
2. Total square feet of land area to undergo land-disturbing activity.
3. The total required parking spaces versus the total parking spaces provided. Parking spaces to be numbered.
4. Cross-section details of all streets, roads, ditches, and parking lot improvements.
5. The number of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

6. PLAN AND ATTACHMENT PREPARER CERTIFICATION

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

May 2, 2025

DATE

DocuSigned by:

 D025EA8EB0A1402...
 SIGNATURE OF ENGINEER ☒ ARCHITECT ☐ SURVEYOR ☐

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

Name	Phone#	Information Provided
Oakley Collier Architects	252.937.2500	Architectural
WithersRavenel	252.491.8147	Survey`

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.

Ben Cahoon
Mayor

Michael Siers
Mayor Pro Tem

Andy Garman
Town Manager



Town of Nags Head
Post Office Box 99
Nags Head, NC 27959
Telephone 252-441-5508
Fax 252-441-0776
www.nagsheadnc.gov

Bob Sanders
Commissioner

Megan Lambert
Commissioner

Vacant
Commissioner

Kelly Wyatt
Planning & Development Director
Town of Nags Head
P.O. Box 99
Nags Head, North Carolina, 27959

May 2, 2025

Re: Town of Nags Head Wellness Center Redevelopment Plan Submission

Dear Ms. Wyatt:

The development plans, application, and supporting information for the redevelopment of the Town of Nags Head Wellness Center, located at 5401 South Croatan Highway, are enclosed herewith. Below is a brief overview of the proposal.

The southwest portion of the Town of Nags Head Municipal Complex is slated for redevelopment to replace the existing 1,228-square-foot, one-story concrete block fitness facility. The new plan calls for a two-story, 3,200-square-foot wellness center that will feature residential workforce housing above it. This residential component will consist of two four-bedroom units situated on the second floor above the ground-floor employee fitness facility.

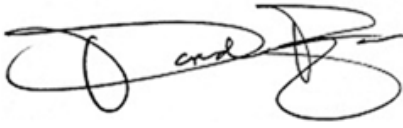
The demolition of the current concrete fitness facility will be necessary to facilitate the redesign of parking facilities and the reconfiguration of the on-site wastewater disposal system. In addition to the new building, the proposal includes the addition of 10 parking spaces, enhanced landscaping, an ADA-accessible pathway, a secured gravel parking area, and the installation of pervious pavers.

Overall, the development activities will not result in a net gain of built-upon area, which negates the need for additional stormwater management improvements. However, the inclusion of pervious pavement will help manage rainfall runoff from surrounding impervious surfaces.

Efforts will be made to minimize site grading and disturbance of existing vegetation to preserve current drainage patterns and vegetative buffers. No other site improvements are proposed. If you have any questions or comments regarding the submitted information, please feel free to contact me at (252) 441-6221. Thank you for your assistance in this matter.

Should you have any questions or comments regarding the submitted information, please do not hesitate to contact me at (252) 441-6221. Thank you for your assistance in this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "David M. Ryan", with a stylized flourish at the end.

David M. Ryan, P.E. | Town of Nags Head

Town Engineer | Department of Public Services

P.O. Box 99

Nags Head, NC 27959

Tel: (252) 441-6221

Fax: (252) 441-3350

david.ryan@nagsheadnc.gov

www.nagsheadnc.gov

Adjoining Property Owner Information

Lot #	Subdivision	Last Name	First Name	Last Name2	First Name2	Address	City	State	Zip Code	Subject Address
7	HAWKS NEST	ASHWELL	RONALD			5703 E COPPER MOUNTAIN DR.	SPOTSYLVANI	VA	22553	112 E HAWKS NEST CT
8	HAWKS NEST	GEBREAMLAK	MEDHIN	BRAGAYRAC	LESLIE	8072 HORSESHOE COTTAGE CIRCLE	LORTON	VA	22079	110 E WEST HAWKS NEST CT
9	HAWKS NEST	KOUGH	ROBERT	KOUGH	MARGARET	P O BOX 12	SALTILLO	PA	17253	108 E WEST HAWKS NEST CT
10	HAWKS NEST	WADDELL OBX PROPERTIES, LLC				3308 WEISS LANE	CHESAPEAKE	VA	23323	106 E WEST HAWKS NEST CT
11	HAWKS NEST	INSKEEP	RUSSELL	BARRELL	CHARLES	P O BOX 1446	CULPEPER	VA	22701	102 E WEST HAWKS NEST CT

PROJECT LOCATION MAP

THE APPROVED SEDIMENT AND EROSION CONTROL (SECP) PLAN SHALL BE IMPLEMENTED PRIOR TO ANY LAND-DISTURBING ACTIVITY ON THE CONSTRUCTION SITE. ANY MODIFICATIONS TO THE APPROVED SECP PLAN MUST BE REVIEWED AND APPROVED BY A NCDEQ DEMLR REPRESENTATIVE. SEDIMENT & EROSION CONTROL MEASURES SHALL BE INSTALLED PER THE APPROVED PLAN AND THOSE SET FORTH IN THE NORTH CAROLINA EROSION AND SEDIMENT CONTROL PLANNING AND DESIGN MANUAL.

ACTIONS MUST BE TAKEN TO MINIMIZE THE TRACKING OF MUD AND SOIL FROM CONSTRUCTION AREAS ONTO PUBLIC ROADWAYS. SOIL TRACKED ONTO THE ROADWAY SHALL BE REMOVED DAILY.

SOIL STOCKPILES SHALL BE LOCATED AWAY FROM THE STREAMS, PONDS, SWALES, AND CATCH BASINS. STOCKPILES SHALL BE SEEDED, MULCHED, AND ADEQUATELY CONTAINED THROUGH THE USE OF SILT FENCE.

SEDIMENT-LADEN GROUNDWATER ENCOUNTERED DURING TRENCHING, BORING OR OTHER ACTIVITIES SHALL BE PUMPED TO A SEDIMENT TRAPPING DEVICE PRIOR TO BEING DISCHARGED INTO A STREAM, POND, SWALE, OR CATCH BASIN.

WHERE CONSTRUCTION OR LAND DISTURBING ACTIVITY WILL OR HAS TEMPORARILY CEASED ON ANY PORTION OF A SITE, TEMPORARY SITE STABILIZATION MEASURES SHALL BE REQUIRED AS SOON AS PRACTICAL, BUT NO LATER THAN 14 CALENDAR DAYS AFTER THE ACTIVITY HAS CEASED, PROVIDE A GROUND COVER (TEMPORARY OR PERMANENT) ON EXPOSED SLOPES WITHIN 14 CALENDAR DAYS, FOLLOWING COMPLETION OF ANY PHASE OF GRADING; AND, A PERMANENT GROUND COVER FOR ALL DISTURBED AREAS WITHIN 15 WORKING DAYS OR 90 CALENDAR DAYS (WHICHEVER IS SHORTER) FOLLOWING COMPLETION OF CONSTRUCTION OR DEVELOPMENT.

ALL UTILITIES ON THESE PLANS ARE APPROXIMATE. INDIVIDUAL SERVICE LINES ARE NOT SHOWN. THE CONTRACTOR OR SUBCONTRACTOR SHALL NOTIFY THE UTILITY PROTECTION CENTER NORTH CAROLINA 811 (TOLL FREE PHONE NO. 1-800-623-4949) FORTY-EIGHT (48) HOURS IN ADVANCE OF ANY CONSTRUCTION ON THIS PROJECT. THIS NUMBER WAS ESTABLISHED TO PROVIDE ACCURATE LOCATIONS OF EXISTING BELOW GROUND UTILITIES (I.E. CABLES, ELECTRIC WIRES, GAS & WATER LINES). WHEN CONTACTING THE NORTH CAROLINA 811 CALL CENTER, PLEASE STATE THE WORK TO BE DONE IS FOR A PROPOSED MSD SEWER OR DRAINAGE FACILITY. THE CONTRACTOR SHALL BE RESPONSIBLE FOR BECOMING FAMILIAR WITH ALL UTILITY REQUIREMENTS SET FORTH ON THE PLANS AND IN THE TECHNICAL SPECIFICATIONS & SPECIAL PROVISIONS.



THE INFORMATION DESCRIBED HEREON IS BELIEVED TO BE ACCURATE, COMPLETE, AND CURRENT. THE TOWN OF NAGS HEAD MAKES NO WARRANTY AS TO THE ACCURACY, COMPLETENESS OR CURRENCY OF THE CONTENT. IT IS THE CONTRACTORS RESPONSIBILITY TO VERIFY THIS INFORMATION PRIOR TO RELYING ON IT. THE CONTENT OF THESE DOCUMENTS MAY INCLUDE TECHNICAL INACCURACIES OR TYPOGRAPHICAL ERRORS. IF SUCH CONDITIONS EXIST, THE CONTRACTOR SHALL CONSULT WITH THE ENGINEER PRIOR TO PROCEEDING WITH THE SCHEDULED WORK UNTIL AUTHORIZATION TO PROCEED HAS BEEN GRANTED.

ALL WORK SHALL CONFORM TO TOWN OF NAGS HEAD STANDARD SPECIFICATIONS

SHEET NO.	DESCRIPTION
C0	COVER
C1	PHYSICAL SURVEY OF TOWN HALL COMPLEX
C2	EXISTING FEATURES PLAN/ DEMOLITION PLAN
C3	SITE DEVELOPMENT PLAN
C4	GRADING & UTILITY PLAN
C5	CONSTRUCTION DETAILS
C6	EROSION CONTROL NOTES & DETAILS
C7	ON-SITE WASTEWATER DETAILS

ROAD SURFACE MATERIAL

SYMBOL	DESCRIPTION
	EXISTING PAVEMENT/VEGETATION SCHEDULED FOR REMOVAL
	PROPOSED CONCRETE SURFACE
	PROPOSED ASPHALT ROADWAY SURFACE

1. DEVELOPER: TOWN OF NAGS HEAD
P.O. BOX 99
NAGS HEAD, NC 27959
2. OWNER: TOWN OF NAGS HEAD
P.O. BOX 99
NAGS HEAD, NC 27959
3. TOTAL DISTURBED AREA: 21,288 SF = 0.49± AC.
4. NO A.C.O.E. JURISDICTIONAL 404 WETLANDS ARE KNOWN TO EXIST WITHIN THE LIMITS OF THE SCHEDULED WORK.
5. PRIOR TO ANY LAND DISTURBING ACTIVITIES COMMENCING, A SEDIMENT & EROSION CONTROL PERMIT SHALL BE SECURED THROUGH THE NCDENR DIVISION OF LAND RESOURCES, LAND QUALITY SECTION.
6. EXISTING VEGETATION SHALL BE PRESERVED TO THE MAXIMUM EXTENT PRACTICABLE.

SURFACE FEATURES:

EXISTING	DESCRIPTION
	BUILDING LINE (EXISTING)
	DITCH CENTERLINE (EXIST.)
	CURB/PAVEMENT/SIDEWALK (EXIST.)
	FENCE (EXISTING)
	VEGETATION/TREELINE
	LANDSCAPE LIMITS
<u>SURVEY:</u>	
	CENTERLINE (EXISTING)
	CONTOUR (INDEX)
	EASEMENT (EXIST.)
	PROPERTY LINE (EXISTING)
	RIGHT-OF-WAY (CURRENT)
	BOUNDARY LINE
	EDGE OF PAVEMENT (EXISTING)

UTILITIES (EXISTING):

FO	FIBER OPTIC (BURIED)
CTV	CABLE TELEVISION (BURIED)
FM	FORCE MAIN
GAS	GAS
OP	POWER (AERIAL)
UGE	POWER (BURIED)
SS	SANITARY SEWER
-----	STORM DRAINAGE
T	TELEPHONE (BURIED)
OHT	TELEPHONE (AERIAL)
W	WATER
-----UK-----UK-----	UNKNOWN
-----TFO-----TFO-----TFO-----	TELEPHONE FIBER OPTIC

CONSTRUCT

=====	CURB(PROP)
=====	CURB/PAVEMENT/SIDEWALK
_____ SF _____ SF _____	SILT FENCE/CONST. LIMITS
_____ * * * _____	CONTOUR (INDEX)

GAS/POWER/TELEPHONE

SYMBOL EXIST.	DESCRIPTION
	PAD MOUNTED TRANSFORMER
	POWER VAULT
	UTILITY POLE
	POWER POLE
	UTILITY POLE ANCHOR
	LIGHT POLE
	TELEPHONE PEDESTAL
	TELEPHONE VAULT

SURVEY

SYMBOL	DESCRIPTION
EXIST.	
	BENCH MARK
	BLOCK CORNER
	IRON PIPE
	EX. IRON REBAR
	CONCRETE MONUMENT
	MONUMENT (IN CASE)
	SPOT ELEVATION

DRAINAGE

SYMBOL EXIST.	DESCRIPTION
	
	STORM DRAIN INLET
	STORM DRAIN CATCH BASIN
	STORM DRAIN JUNCTION

WATER/SEWER

SYMBOL EXIST.	DESCRIPTION
	GUARD POST
	FH
	WATER VALVE
	WATER METER
	IRRIGATION VALVE
	SAN. SEWER CLEANOUT
	MONITOR WELL



TOWN OF NAGS HEAD
DEPARTMENT OF PUBLIC SERVICES
P.O. BOX 99
NAGS HEAD, NC 27959
252.441.6221 • www.nagsheadnc.gov



MAY 2, 2025

WELLNESS CENTER
CAPITAL IMPROVEMENT PROJECT
FY 24/25

**PRELIMINARY-
NOT FOR
CONSTRUCTION**

TOWN OF NAGS HEAD
5401 S CROATAN HWY
NAGS HEAD, NC 27959

[illegible]

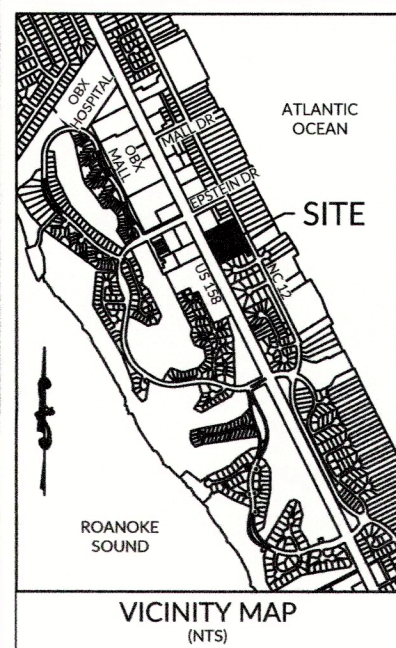
DESIGNED BY: DMR
DRAWN BY: DMR
DATE: JAN 31, 2025
PROJECT: WELLNESS CENTER
FILE: 2025-10-4 Wellness B4

TITLE

COVER SHEET

SHEET NO

C0.0



SYMBOL LEGEND

- EX. CONCRETE MONUMENT
- EX. IRON ROD/PIPE
- CALCULATED POINT
- GROUND LIGHT
- LIGHT POLE
- UTILITY POLE
- TELEPHONE PEDESTAL
- CABLE PEDESTAL
- MISC. UTILITY VAULT
- SINGLE POLE SIGN
- WATER METER
- WATER VALVE
- FIRE HYDRANT
- CLEANOUT
- MONITORING WELL

GENERAL NOTES:

- LOT AREA = 206,232.47 SF / 4.73AC (AREAS BY COORDINATE METHOD)
- SUBJECT REFERENCES: DB 304, PG 814; DB 332, PG 790.
- ADDITIONAL REFERENCES: PC A, SL 286; PC E, SL 69; PC F, SL 245; UNRECORDED SURVEY BY QUILBE & ASSOCIATES, PC, DATED 01/13/1995.
- FIELD SURVEY DATE: JANUARY 9, 10, 14, 15, 2025.
- HORIZONTAL DATUM IS NAD83(2011), VERTICAL DATUM IS NAVD 1988, DERIVED FROM NC GNSS RTN. ALL DISTANCES ARE US SURVEY FEET AND HORIZONTAL GROUND.
- PROPERTY IS LOCATED IN NFIP FLOOD ZONE X AND SUBJECT TO CHANGES, BASED ON COMMUNITY CID NO. 375356; PANEL 0801; SUFFIX K. (MAP NUMBER 3730080100K) EFFECTIVE DATE: 06/19/2020.
- THIS SURVEY SUBJECT TO ANY FACTS, INCLUDING BUILDING SETBACK RESTRICTIONS, EASEMENTS, COVENANTS, ETC., THAT MAY BE REVEALED BY A FULL AND ACCURATE TITLE SEARCH.

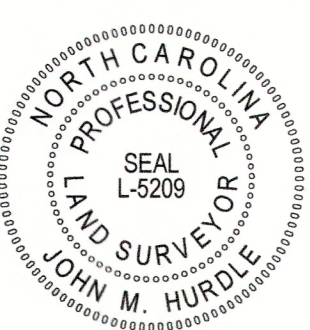
CLASS OF SURVEY:
POSITIONAL ACCURACY:
TYPE OF GPS FIELD PROCEDURE:
DATES OF SURVEY:
DATUM/EPOCH:
PUBLISHED/FIXED-CONTROL USE:
GEOID MODEL:
COMBINED GRID FACTOR(S):
UNITS:

CLASS A
2-CENTIMETERS
RTK
JANUARY 2025
NC GRID NAD83 / EPOCH 2011
NC GNSS RTN
2018
0.99994932
US SURVEY FEET

SURVEYOR'S CERTIFICATE

I CERTIFY THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (SEE NOTES FOR DEED REFERENCE); THAT THE BOUNDARIES NOT SURVEYED ARE INDICATED OR DRAWN AS DASHED/BROKEN LINES; THAT THE RATIO OF PRECISION OR POSITIONAL ACCURACY IS 1:10,000+; AND THAT THIS MAP MEETS THE REQUIREMENTS OF THE STANDARDS OF PRACTICE FOR LAND SURVEYING IN NORTH CAROLINA (21 NCAC 56.1600), THIS 25TH DAY OF FEBRUARY, 2025.

JOHN M. HURDLE, PLS L-5209



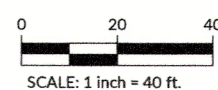
PHYSICAL SURVEY OF NAGS HEAD TOWN HALL COMPLEX

PROPERTY OF TOWN OF NAGS HEAD

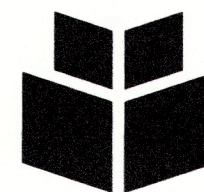
5401 S. CROATAN HWY
NAGS HEAD TOWNSHIP | DARE COUNTY | NORTH CAROLINA
P.I.N.: 080118227049
P.I.D.: 026404000

WR Job No.:
DATE:
SURVEYED BY:
DRAWN BY:
CHECK & CLOSURE BY:

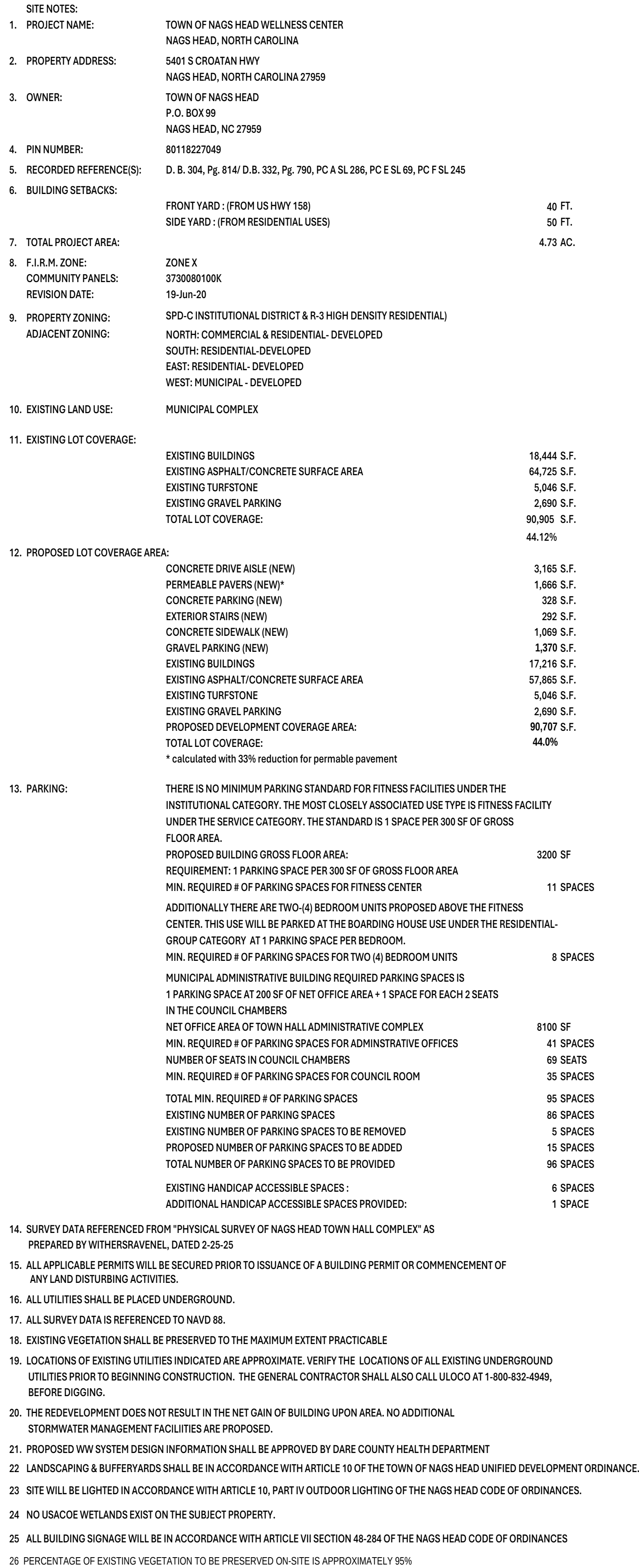
24-1543
02/25/25
JDH
JMH
JMH



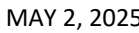
SHEET: 1 OF 1



WithersRavenel
8466 Caratoke Highway | Building 400 | Powells Point, NC 27966
License #: F-1479 | t: 252.491.8147 | www.withersravenel.com



**TOWN OF NAGS HEAD
DEPARTMENT OF PUBLIC SERVICES**
P.O. BOX 99
NAGS HEAD, NC 27959
252.441.6221 • www.nagsheadnc.gov



**PRELIMINARY-
NOT FOR
CONSTRUCTION**

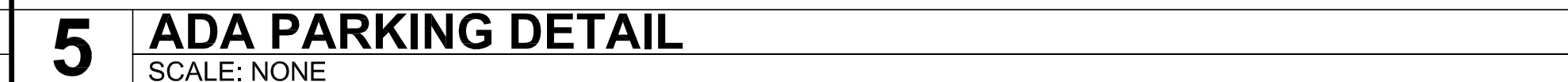
TOWN OF NAGS HEAD
5401 S CROATAN HWY
NAGS HEAD NC 27959

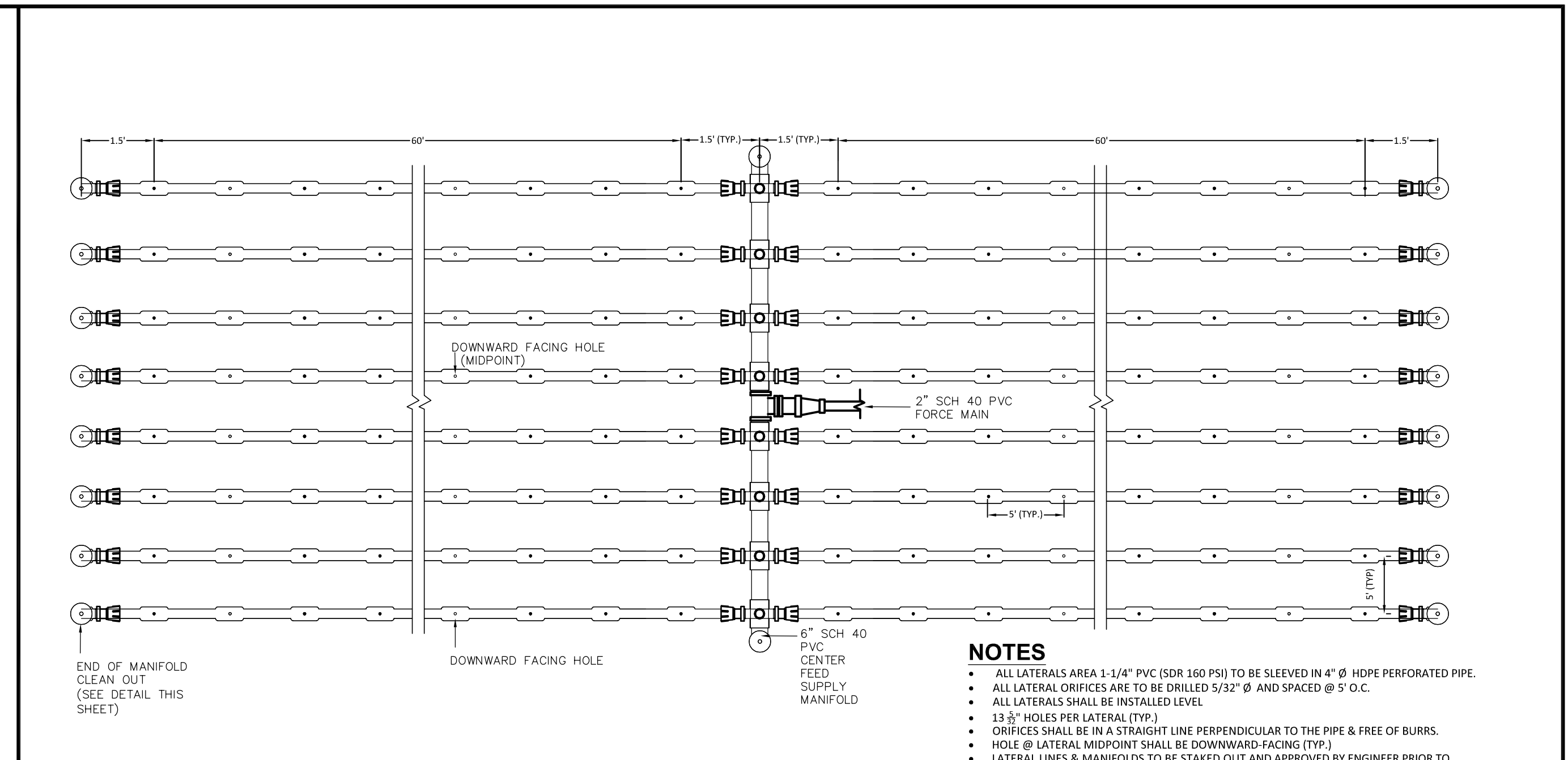
[illegible]

DESIGNED BY: DMR
DRAWN BY: DMR
DATE: JAN 31, 2025
PROJECT: WELLNESS CENTER
FILE: Town Hall B1

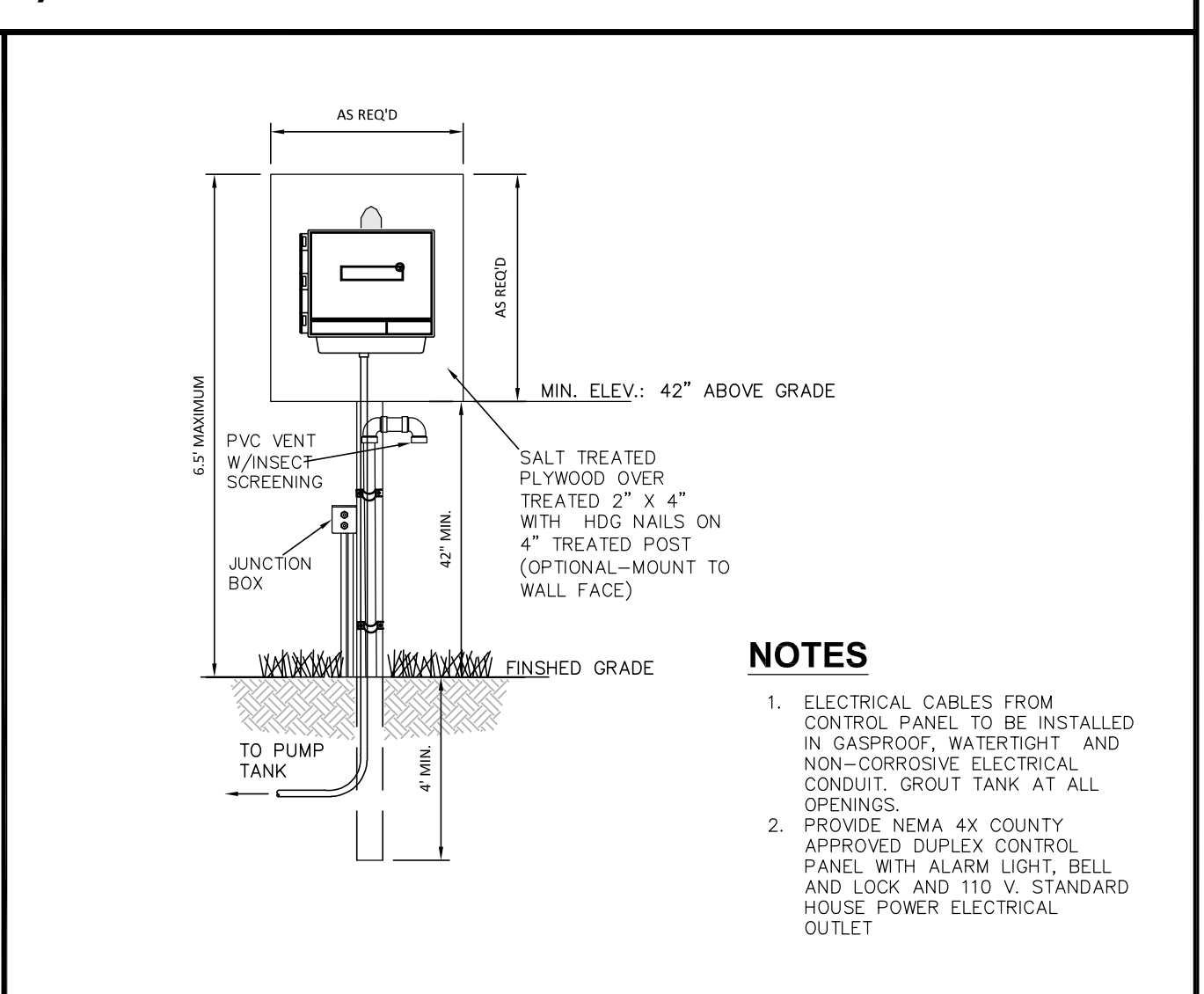
TITLE
**SITE
DEVELOPMENT
PLAN**
SHEET NO.

C3.0

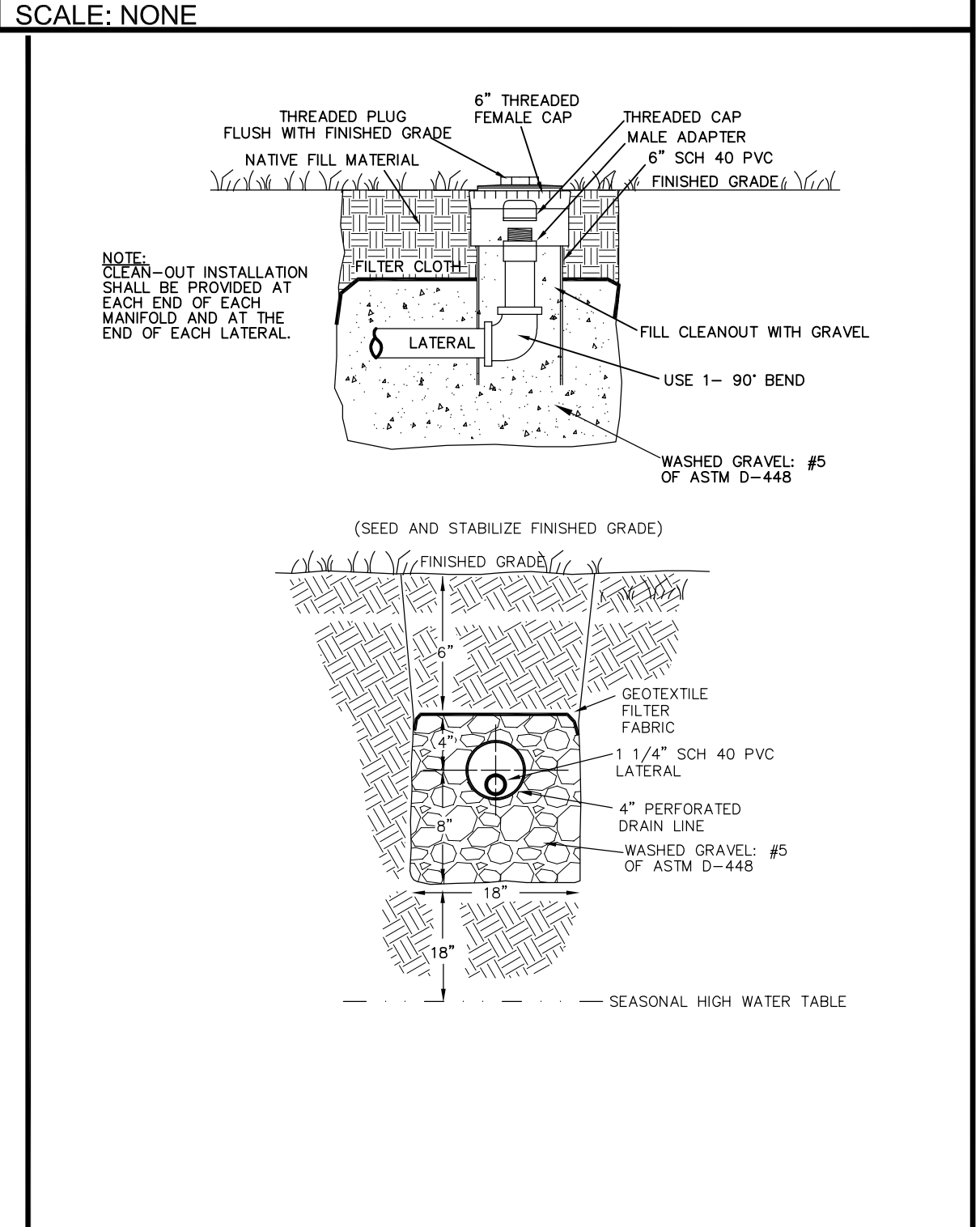




2 DISPOSAL SYSTEM LAYOUT (PLAN VIEW)



7	ELECTRICAL PANEL BOARD
----------	-------------------------------



NEW CONSTRUCTION FOR:

NAGS HEAD
FITNESS FACILITY

5401 S CROATAN HWY
NAGS HEAD, NC 27959

ABBREVIATIONS

ACC	ACCENT COLOR	ELEV	ELEVATION	MTL	METAL	SSG	STRUCTURAL SILICON
ACOS	ACOUSTIC	EN	ENAMEL	MMW	METAL WALK-OFF MAT		GLAZING
ACW	ACOUSTICAL CEILING TILE	EPT	HIGH PERFORMANCE EPOXY PAINT	MWT	MARBLE WALL TILE	SSM	SOLID SURFACE
ACW	ACOUSTICAL WALL PANELS	EQ	EQUAL	N/A	NOT APPLICABLE	ST	STEEL
AD	AREA DRAIN	ES	EXPOSED STRUCTURE	NIC	NOT IN CONTRACT	STAR	STAR TREADS AND RISERS
ADJ	ADJUSTABLE	EST	EXISTING	NOM	NORMAL	STD	STANDARD
AE	APPROVED EQUAL	EXP	EXPOSED CEILING			STRUC	STRUCTURAL
AFF	ABOVE FINISH FLOOR	EXT	EXTERIOR	OC	ON CENTER	SUSP	SUSPENDED
AFL	ATHLETIC FLOORING	EW	EACH WAY	OD	OUTSIDE DIAMETER		
AHU	AIR HANDLING UNIT	EWC	ELECTRIC WATER COOLER	OFCI	OWNER FURNISHED, CONTRACTOR INSTALLED	T&G	TONGUE AND GROOVE
ALUM	ALUMINUM			OFOI	OWNER FURNISHED, OWNER INSTALLED	TB	TILE BASE
ANOD	ANODIZED			OPP	OPPOSITE	TC	TERRA COTTA
ANSI	AMERICAN NATIONAL STANDARDS INSTITUTE	FC	FIRECODE	OSC	OVERFLOW SCUPPER	TELE	TELEPHONE
ATTN	ATTENTION	FD	FLOOR DRAIN	OZ	OUNCE	TEMP	TEMPERED
AWP	ACRYLIC WALL PANELS	FE	FIRE EXTINGUISHER (SURFACE MOUNTED)			TEXTD	TEXTURED
		FEC	FIRE EXTINGUISHER (SEMI-RECESSED)	P	PAINT	TFT	TERRAZZO FLOOR TILE
BBT	BIOMED TILE	FF	FINISH FLOOR	PC	POLISHED CONCRETE	TOS	TOP OF STEEL
BF	BLOCK FILL	FF	FINISH FLOOR	P	POLISHED CONCRETE	TP	TELEPHONE POLE
BFC	BROOMED FINISHED	FH	FIRE HYDRANT	PERF	PERFORATED	TS	TRANSITION STRIP
BL	CONCRETE	FLU	FLUORESCENT	FFT	PORCELAIN FLOOR TILE	TV	TELEVISION
BLDG	BUILDING	FOF	FACE OF FRAME	PI	POST INDICATOR VALVE	TVB	TELEVISION MOUNTING
BLKG	BLOCKING	FOM	FACE OF MASONRY	P-LAM	PLATE		
BOT	BOTTOM	FT	FLOOR TILE	P-LAM	PLASTIC LAMINATE	TYP	TYPICAL
BPG	BULLET PROOF GLASS	FTG	FOOTING	P-LAM WD	WOOD DOORS	UL	UNDERWRITERS
		FV	FLOOD VENT	PLYWD	PLYWOOD	UL	LABORATORY
CB	CATCH BASIN	GA	GAGE	PNT	PAINT	ULO	UTILITY/LIGHTS
CEM	CEMENTIOUS SIDING	GALV	GALVANIZED	POLYETH	POLYETHYLENE	UNO	UNLESS NOTED OTHERWISE
CF	CORK FLOORING	GC	GENERAL CONTRACTOR	PP	POWER POLE		
CFT	CERAMIC FLOOR TILE	GCT	GRANITE COUNTERTOP	PR	PAIR	VACT	VINYL ACOUSTICAL TILE
CFL	CURVED CEILING GRID	GEN	GENERATOR	PTB	PORCELAIN TILE BASE	VB	VAPOR BARRIER
CI	CAST IRON	GFT	GRANITE FLOOR TILE	PTD	PAINTED	VCT	VINYL COMPOSITION TILE
CJ	CURB INLET	GL	GLASS	PTP	PLASTIC TOILET	VERT	VERTICAL
CJ	CENTER JOINT	GMT	GLASS MOSAIC TILE		PARTITIONS	VIF	VERIFY IN FIELD
CL	CONTROL LINE	GOUT	GROUT	PWT	PORCELAIN WALL TILE	VWC	VINYL WALL COVERING
CLG	CEILING	GWB	GYPSUM WALL BOARD	PVC	POLYVINYL CHLORIDE		
CLR	CLEAR	GYP	GYPSUM BOARD			WI	WITH
CMU	CONCRETE MASONRY UNIT			QS	QUARTZ SURFACE	WC	WATER CLOSET
CO	CLEAN OUT	HB	HOSE BIB	QT	QUARRY TILE	WD	WOOD
COL	COLUMN	HC	HOLLOW CORE	QZT	QUARTZ TILE	WF	WOOD FLOORING
CONC	CONCRETE	HDC	HANDICAP			WT	WALL TILE
CONSTR	CONSTRUCTION	HDWD	HARDWOOD	R	RADIUS	WT*	WALL TILE - SEE ELEVATION
CONTR	CONTRACTOR	HM	HOLLOW METAL	R&S	ROD AND SHELF	WWF	WELDED WIRE FABRIC
CORR	CORRUGATED	HORZ	HORIZONTAL	RB	RESILIENT BASE	WWM	WELDED WIRE MESH
CPT	CARPET	HR	HOUR	RBT	RUBBER TILE		
CRC	CARPET TILE			RCP	REINFORCED CONCRETE		
CRC	COLD ROLLED CHANNEL	ID	INSIDE DIAMETER	RD	ROOF DRAIN		
CRF	CORK RUBBER FLOORING	IMP	INSULATED METAL PANEL	RDL	ROOF DRAIN LEADER		
CS	COUNTERSUNK	INSTAL	INSTALLATION	RECEPT	RECEPTACLE		
CSCI	CONTRACTOR SUPPLIED, CONTRACTOR INSTALLED	INSUL	INSULATION	RECYF	RECYCLED FLOORING		
CW	CERAMIC TILE BASE	INT	INTERIOR	REQD	REQUIRED		
CTB	CURTAINWALL	INV	INVERT	RES	RESILIENT		
CWT	CERAMIC WALL TILE	JB	JOIST BEARING	RM	RUBBER MAT		
DFP	DRY FOG PAINT	JB#	JUNCTION BOX	RO	ROUGH OPENING		
DIA	DIAMETER	JT	JOINT	ROW	RIGHT OF WAY		
DISP	DISPENSER			RSP	RESINOUS FLOORING		
DN	DOWN	L	LONG	RTF	RESILIENT TILE FLOORING		
DP	DEEP	LFT	LINOLEUM FLOOR TILE	SAT	SPRAYED ACOUSTICAL		
DR	DOOR	LP	LIGHT POLE		TREATMENT		
DS	DOWNSPOUT	LST	LINOLEUM SHEET	SC	SEALED CONCRETE		
DTL	DETAIL	LVS	LEAVES (DOOR)	SCH	SCHEDULE		
		LVT	LUXURY VINYL TILE	SCW	SOLID CORE WOOD		
EDG	EDGE BANDING	SDT	STATIC DISSIPATIVE TILE	SDT	STATIC DISSIPATIVE TILE		
EES	EMERGENCY EYE WASH AND SHOWER	SF	STOREFRONT				
EFC	EPOXY FLOOR COATING	SHEATH	SHEATHING				
EFS	EXTERIOR INSULATION FINISH SYSTEM	SHM	SIMILAR				
EJ	EXISTING IRON PIPE	SP	SPACES				
	EXPANSION JOINT	SQ	SQUARE				
		SQFT	SQUARE FEET				
		SRT	SLIP RESISTANT TILE				
		SS	STAINLESS STEEL				
		SSC	STAINED SEALED CONCRETE				
		MTB	MASONRY OPENING				
		MTD	MARBLE TILE BASE				
			MOUNTED				

SYMBOL LEGEND

DRAWING NO.	1	View Name	1/8" = 1'-0"	SCALE
SHEET NO.	A1.0			
DETAIL NO.	2	BUILDING SECTION MARK		
SHEET NO.	A2.3			
DETAIL NO.	2	WALL SECTION MARK		
SHEET NO.	A2.3			
DETAIL NO.	2	CALLOUT DETAIL		
SHEET NO.	A2.3			
DETAIL NO.	2	EXTERIOR ELEVATION MARK		
SHEET NO.	A2.3			
DETAIL NO.	2	INTERIOR ELEVATION MARK		
SHEET NO.	A2.3			
ELEVATION VALUE	15' - 4"	CONTROL / ELEVATION MARK		
REFERENCE DESCRIPTION	AFF			
	DOOR MARK			
	WINDOW MARK			
	CASEWORK MARK			
	WALL MARK			
	ACCESSORIES MARK			
	DEMO MARK			
	REVISION AREA / NUMBER			
ROOM NAME	Room name	ROOM MARK		
ROOM NO.	Room no			

SHEET NAMING LEGEND

SECTION	DISCIPLINE	PAGE NUMBER
0 GENERAL	G COVER	
1 PLANS	G CODE SUMMARY	
2 EXTERIOR ELEVATIONS	G LIFE SAFETY	
3 BUILDING / WALL SECTIONS	G CE CIVIL	
4 VERTICAL CIRCULATION	L LANDSCAPE	
5 DETAILS	S STRUCTURAL	
6 WINDOW & DOOR SCHEDULES	D DEMOLITION	
7 INTERIOR ELEV / CASEWORK	A ARCHITECTURAL	
	Q EQUIPMENT	
	FP FIRE PROTECTION	
	P PLUMBING	
	M MECHANICAL	
	FA FIRE ALARM	
	X MISCELLANEOUS	

APPLICABLE TO ARCHITECTURAL SHEETS ONLY

A1.01

CONSULTANTS

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STRUCTURAL ENGINEER:	
SCALENE DESIGN FUNCTION + STRUCTURE + FORM	CONTACT INFORMATION: ADDRESS: 421 N HARRINGTON ST, SUITE 440 RALEIGH, NC 27603 PHONE #: 919-825-0295
PLUMBING, MECHANICAL, AND ELECTRICAL ENGINEERS:	
ATLANTEC ENGINEERS, PA	CONTACT INFORMATION: ADDRESS: 3221 BLUE RIDGE ROAD, SUITE 113 RALEIGH, NC 27612 PHONE #: 919-571-1111

INDEX OF DRAWINGS

GENERAL	COVERSHEET	ELECTRICAL	ELECTRICAL NOTES, LEGEND, DETAILS
G0.1	BUILDING CODE SUMMARY	E0.1	LIGHTING PLANS
G0.2	LIFE SAFETY - FIRST FLOOR	E1.1	POWER PLANS
G1.1	LIFE SAFETY - SECOND FLOOR	E2.1	POWER RISER, PANEL SCHEDULE
G1.2		SA0.1	SPRINKLER ALARM NOTES, RISER, MATRIX
		SA1.1	SPRINKLER ALARM PLAN
CIVIL	CIVIL PLACEHOLDER	FIRE PROTECTION	FIRE PROTECTION NOTES, LEGENDS, DETAILS AND SECTION VIEWS
CE0.1		FP0.1	
FP0.1		FP1.1	FIRE PROTECTION PLANS
FP1.1		FP2.1	FIRE PROTECTION PENETRATION DETAILS AND SITE PLAN
FP2.1			
STRUCTURAL	GENERAL NOTES		
S1.0	FOUNDATION PLAN		
S1.1	SECOND FLOOR FRAMING PLAN		
S1.2	ROOF FRAMING PLAN		
S1.3	FOUNDATION SECTIONS & DETAILS		
S2.1	FOUNDATION SECTIONS & DETAILS		
S2.2	WOOD FRAMING SECTIONS & DETAILS		
S3.1	WOOD FRAMING SECTIONS & DETAILS		
S3.2	METAL STUD FRAMING SECTIONS & DETAILS		
S3.5	ROOF FRAMING SECTIONS & DETAILS		
S4.1			
ARCHITECTURAL	FIRST FLOOR PLAN		
A1.1	SECOND FLOOR PLAN		
A1.2	FIRST FLOOR RCP		
A1.3	SECOND FLOOR RCP		
A1.4	ROOF PLAN		
A1.5	BUILDING ELEVATIONS		
A2.0	BUILDING ELEVATIONS		
A2.1	BUILDING SECTIONS		
A3.1	BUILDING SECTIONS		
A3.2	WALL SECTIONS		
A3.3	WALL SECTIONS & DETAILS		
A3.4	UL DETAIL - L521		
A3.5	UL DETAIL - L521		
A3.6	EXTERIOR DETAILS		
A5.1	DOOR & WINDOW SCHEDULES		
A6.1	INTERIOR ELEVATIONS		
A7.1			
PLUMBING	PLUMBING NOTES, LEGEND, LOAD, AND FIXTURE SCHEDULE		
P0.1	PLUMBING FIXTURE SCHEDULE		
P0.2	PLUMBING PLANS		
P1.1	ENLARGED PLUMBING PLAN		
P1.2	PLUMBING DETAILS		
P3.1	PLUMBING DETAILS		
P3.2			
MECHANICAL	MECHANICAL NOTES, LEGEND, SCHEDULES		
M0.1	MECHANICAL PLANS		
M1.1	MECHANICAL DETAILS		
M2.1			
M2.2			
ALTERNATES	G-1: THE CONTRACTOR SHALL STIPULATE A SUM FOR THE RESIDENTIAL BUILD-OUT ON THE SECOND FLOOR INCLUSIVE OF ALL RESIDENTIAL MECHANICAL SYSTEMS AND A SECOND STAIR.		

NEW CONSTRUCTION FOR:

NAGS HEAD FITNESS FACILITY

TOWN OF NAGS HEAD
5401 S CROATAN HWY, NAGS HEAD, NC 27959

OAKLEY
COLLIER
OCA
ARCHITECTS

107 Condewood Road, Rocky Mount, NC 27884 (P) 252.931.2300
205 W. Martin Street, Raleigh, NC 27601

PRELIMINARY - NOT FOR CONSTRUCTION

PRELIMINARY - NOT FOR CONSTRUCTION

GENERAL NOTE: Prior to construction start. Contractor shall verify & be responsible for all Dimensions.		
Revisions	Description	Date
#		
Date	Project No.	
APR 28 2025	24043	
Drawn By	Sheet No.	
Author	G0.1	
Checked By		
DG		
Sheet Title COVERSHEET		

FINISH SCHEDULE

ROOM NUMBER	ROOM NAME	FLOOR	BASE	NORTH	EAST	SOUTH	WEST	CEILING	SIGNAGE	COMMENTS
100	OPEN FITNESS	VARIES, SEE PLAN	RB	PNT	PNT	PNT	PNT	GYP	N/A	
101	STORAGE	SC	RB	PNT	PNT	PNT	PNT	ACT	A	
102	RISER	SC	NONE	PNT	PNT	PNT	PNT	GYP	B	
103	LOBBY	VARIES, SEE PLAN	RB	PNT	PNT	PNT	PNT	ACT / GYP	A	
104	TLT	TILE	SEE DETAIL	TILE	TILE	TILE	TILE	ACT	D	
105	TLT	TILE	SEE DETAIL	TILE	TILE	TILE	TILE	ACT	D	
106	TLT	TILE	SEE DETAIL	TILE	TILE	TILE	TILE	ACT	D	
107	CARDIO	GYM	RB	PNT	PNT	PNT	PNT	GYP	A	
200	LIVING	LVT	WB	PNT	PNT	PNT	PNT	GYP	N/A	
201	KIT / DINING	LVT	WB	PNT	PNT	PNT	PNT	GYP	N/A	
202	TOILET	LVT	WB	PNT	PNT	PNT	PNT	GYP	N/A	
203	BEDROOM	CPT	WB	PNT	PNT	PNT	PNT	GYP	N/A	
204	HALL	LVT	WB	PNT	PNT	PNT	PNT	GYP	N/A	

GENERAL FLOOR PLAN NOTES

- DIMENSIONS ON THIS PLAN ARE FROM: EXTERIOR FACE OF SHEATHING TO CENTERLINE OF INTERIOR WALLS.
- PROVIDE BRACING BACK TO STRUCTURE FOR INTERIOR WALLS, TYPICAL.
- ALL DRYWALL SHALL BE 5/8" AND SHALL EXTEND 4" MINIMUM ABOVE FINISH CEILING (U.N.O.).
- INSTALL SOUND ATTENUATION BATT INSULATION FULL HEIGHT IN ALL INTERIOR STUD FRAMED WALLS.
- INSTALL SOUND ATTENUATION BATT INSULATION 4" WIDE AROUND CEILING PERIMETER OF ALL ROOMS WITH SOUND BATT IN WALLS.
- VERIFY ALL DIMENSIONS AND SIZES PRIOR TO CONSTRUCTION.
- SCHEDULE AND COORDINATE ALL INSPECTIONS REQUIRED.
- OBTAIN ALL PERMITS REQUIRED.
- COORDINATE ALL SCHEDULES WITH THE OWNER PRIOR TO CONSTRUCTION.
- REFER TO STRUCTURAL PLANS FOR ALL STRUCTURAL HEADERS.
- SEE DOOR AND WINDOW SCHEDULES FOR ALL DOOR AND WINDOW SIZES.

FINISH PLAN NOTES

- SEE INTERIOR ELEVATIONS FOR FULL EXTENT OF WALL FINISHES AS KEYED IN PLANS.
- VERIFY ALL DIMENSIONS AND CONDITIONS PRIOR TO INSTALLATION OF FINISHES.
- TS = FURNISH AND INSTALL TRANSITION STRIP AT ALL FLOOR MATERIAL CHANGES AS SHOWN OR AS REQUIRED.
 - COORDINATE SIZE OF ALL TRANSITION STRIPS WITH FINISH MATERIALS.
 - HEIGHT AND PROFILE OF ALL TRANSITIONS STRIPS SHALL COMPLY WITH HANDICAP CODE.
 - COORDINATE LOCATION OF ALL TRANSITION STRIPS WITH EXISTING AND NEW CONDITIONS. WHERE POSSIBLE, LOCATE TRANSITION STRIPS UNDER DOOR SLABS. NO EXPOSED SLAB PERMITTED IN FINISHED AREAS.
 - COLOR FOR ALL TRANSITION STRIPS SHALL BE AS SELECTED BY OWNER FROM MANUFACTURER'S FULL RANGE.
- CONFIRM FITNESS AREA MIRROR LOCATIONS WITH OWNER PRIOR TO INSTALLATION.

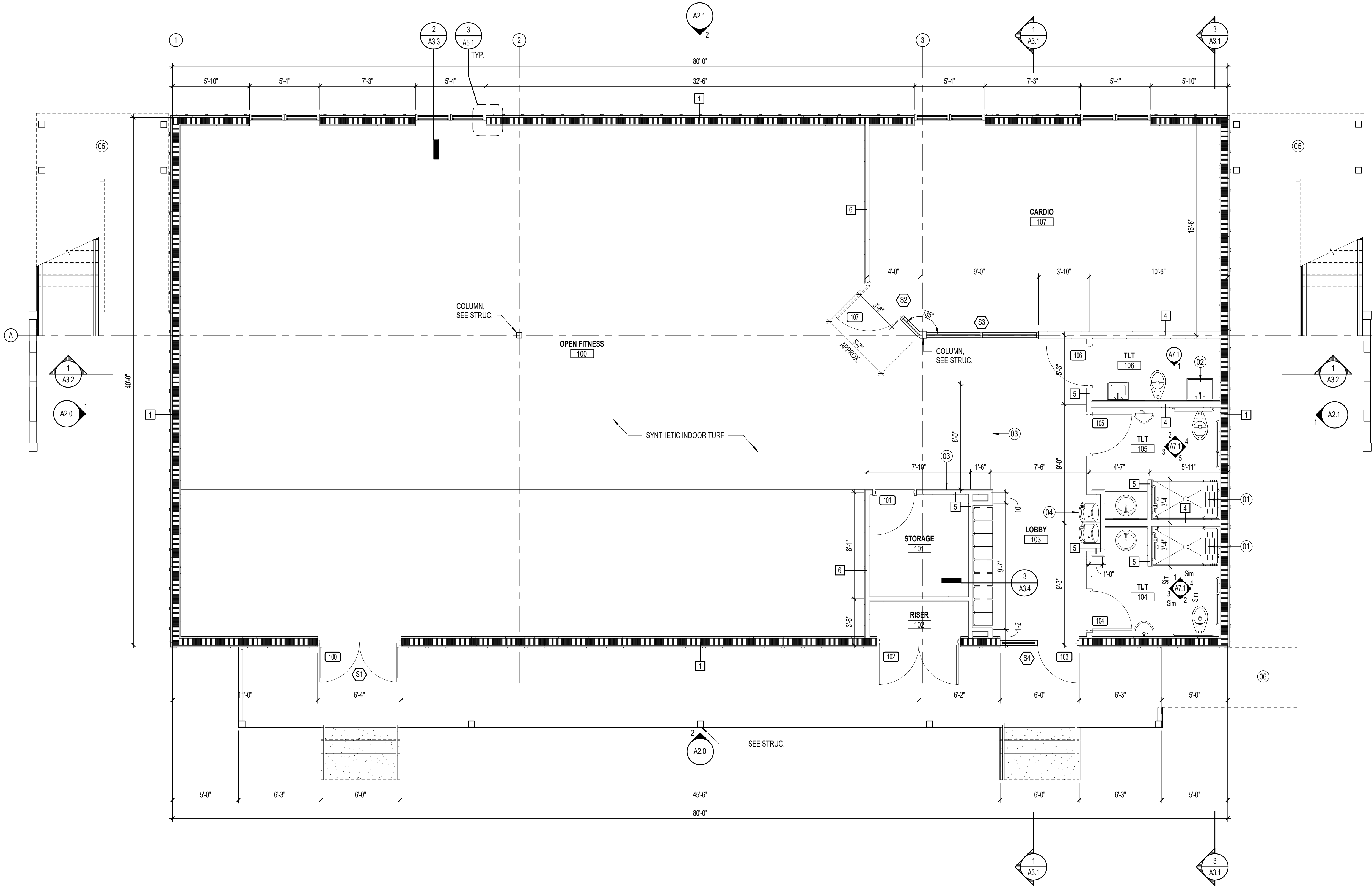
FINISH PLAN NOTES

	SF-1: SPORTS FLOORING		SF-1: SPORTS FLOORING
	TF-1: TURF		TF-1: TURF
	LVT-1: LUXURY VINYL TILE		LVT-1: LUXURY VINYL TILE
	SC: SEALED CONCRETE		SC: SEALED CONCRETE
	FT-1: FLOOR TILE 1		FT-1: FLOOR TILE 1

- NOTES:
- PATTERNS IN THIS LEGEND APPLY TO FLOOR PLAN ONLY.
 - SEE FINISH SCHEDULE AND SPECIFICATIONS FOR ADDITIONAL INFO.

FLOOR PLAN KEYNOTES

#	Note Text
01	HANDICAP COMPLIANT SHOWER SEAT.
02	JANITOR'S SINK. SEE PME FOR DETAIL.
03	ALIGN TURF WITH THE EDGE OF ADJACENT WALL.
04	ELECTRIC WATER COOLER WITH BOTTLE FILLER; SEE PME.
05	SEE STRUCTURAL FOR STAIR DIMENSIONS.
06	RAMP: SEE CIVIL.



1 - FIRST FLOOR PLAN
1/4" = 1'-0"

NEW CONSTRUCTION FOR:

NAGS HEAD FITNESS FACILITY

TOWN OF NAGS HEAD
5401 S CROATAN HWY, NAGS HEAD, NC 27959

PRELIMINARY - NOT FOR CONSTRUCTION

PRELIMINARY - NOT FOR CONSTRUCTION

GENERAL NOTE:
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Revisions	Description	Date
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Date APR 28 2025	Project No. 24043
Drawn By Author	Sheet No. A1.1
Checked By DG	Sheet Title FIRST FLOOR PLAN

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FINISH SCHEDULE

ROOM NUMBER	ROOM NAME	FLOOR	BASE	NORTH	EAST	SOUTH	WEST	CEILING	SIGNAGE	COMMENTS
100	OPEN FITNESS	VARIES, SEE PLAN	RB	PNT	PNT	PNT	PNT	GYP	N/A	
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202	TOILET	LVT	WB	PNT	PNT	PNT	PNT	GYP	N/A	
203	BEDROOM	CPT	WB	PNT	PNT	PNT	PNT	GYP	N/A	
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- CONFIRM FITNESS AREA MIRROR LOCATIONS WITH OWNER PRIOR TO INSTALLATION.

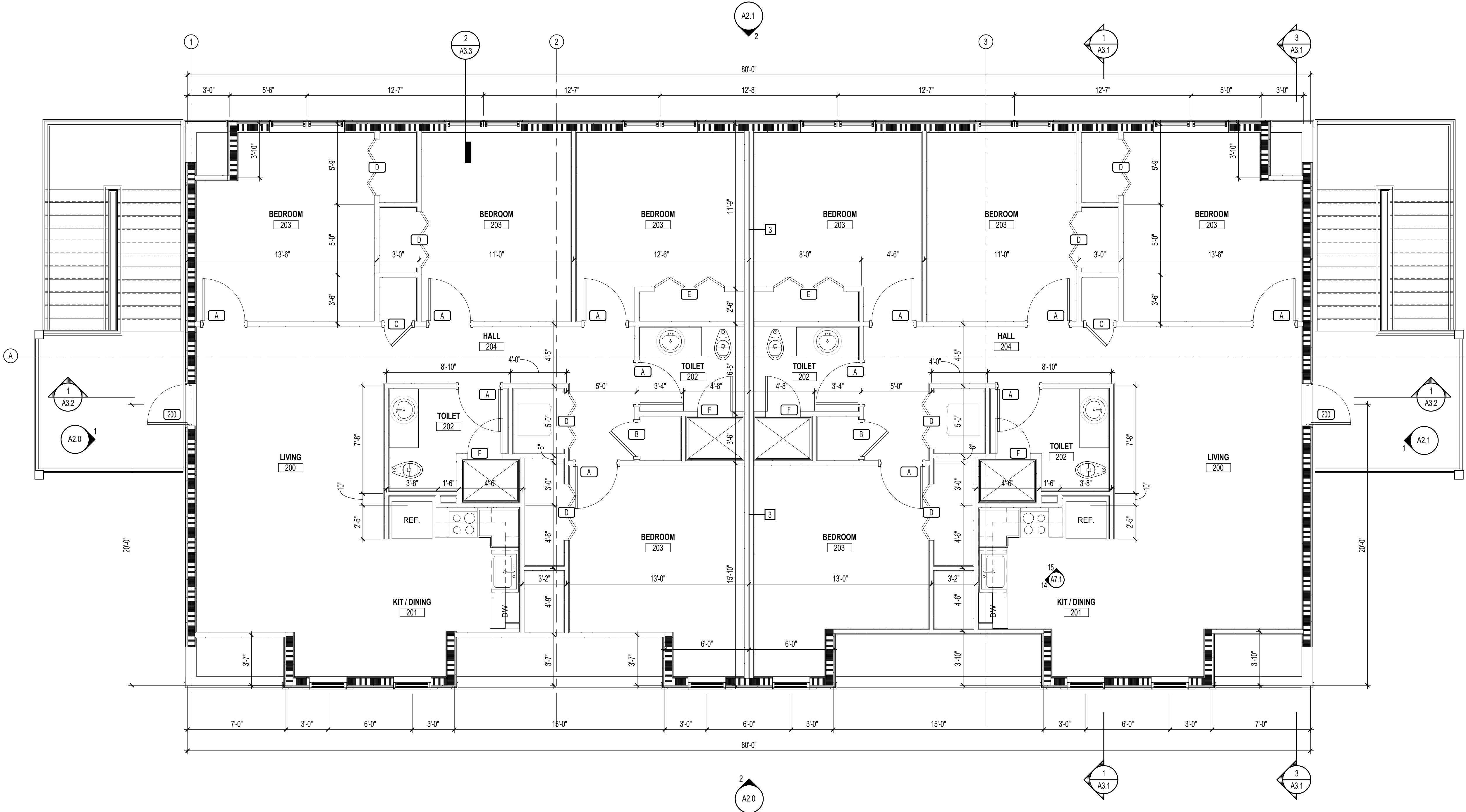
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FLOOR PLAN KEYNOTES

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02	JANITOR'S SINK. SEE PME FOR DETAIL.
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05	SEE STRUCTURAL FOR STAIR DIMENSIONS.
06	RAMP: SEE CIVIL.



1
A1.2
2 - SECOND FLOOR PLAN
1/4" = 1'-0"

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NAGS HEAD FITNESS FACILITY

TOWN OF NAGS HEAD
5401 S CROATAN HWY, NAGS HEAD, NC 27959

PRELIMINARY - NOT FOR CONSTRUCTION

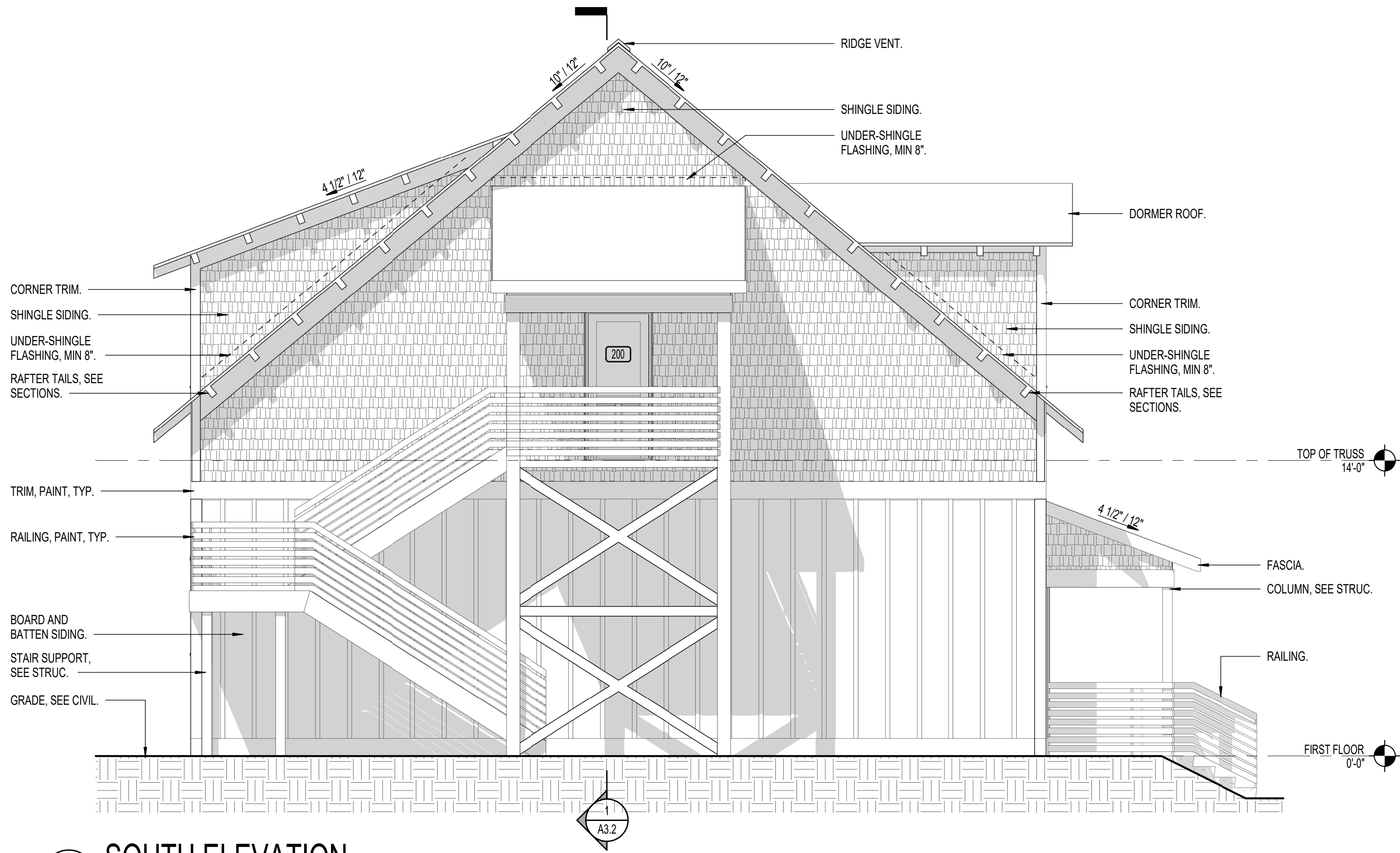
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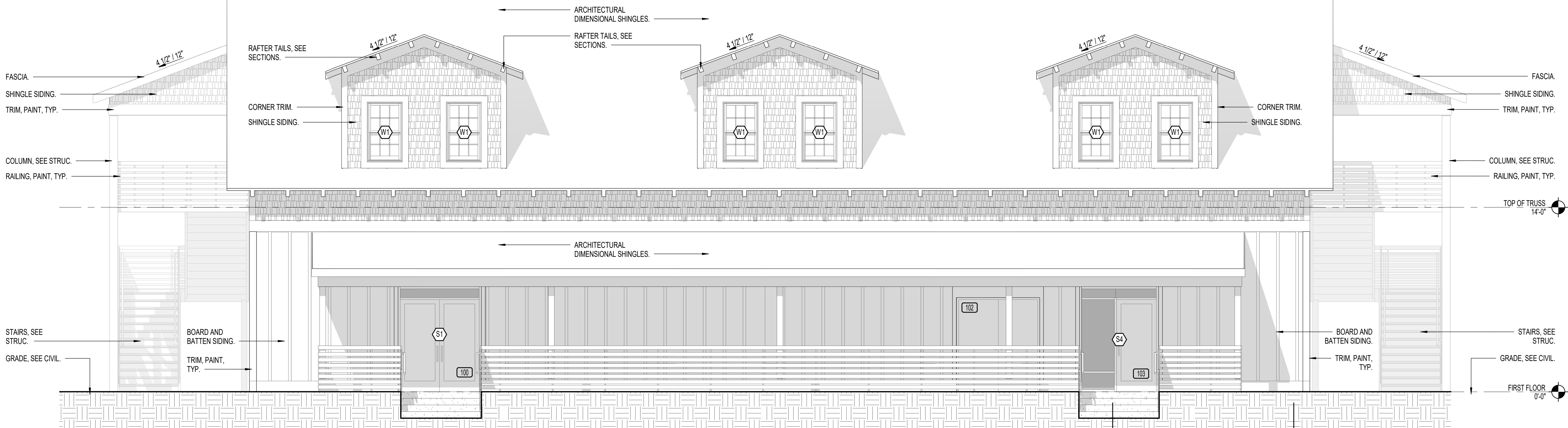
Revisions	Description	Date
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Date APR 28 2025	Project No. 24043
Drawn By Author	Sheet No.
Checked By DG	A1.2
Sheet Title SECOND FLOOR PLAN	

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1 SOUTH ELEVATION
1/4" = 1'-0"



2 WEST ELEVATION
1/4" = 1'-0"

EXTERIOR FINISH NOTES

MATERIAL	DESCRIPTION	NOTES
SHINGLE SIDING	HARDIE SHINGLE SIDING - STAGGERED EDGE PANEL MANUFACTURER : JAMES HARDIE OR APPROVED SUB. COLOR: FIELD PAINT COLOR EXP-1	1. MANUFACTURERS INDICATED ARE BASIS OF DESIGN; SEE SPECIFICATION SECTION 01 60 00 - PRODUCT REQUIREMENTS FOR SUBSTITUTION REQUESTS.
BOARD AND BATTEN SIDING	HARDIE ARCHITECTURAL PANEL - FINE SAND MANUFACTURER: JAMES HARDIE OR APPROVED SUB. COLOR: FIELD PAINT (BOTH) COLOR EXP-2	2. ALL EXTERIOR SIDING AND TRIM SHALL BE FACTORY PRIMED AND FIELD PAINTED UNLESS NOTED OTHERWISE.
TRIM	HARDIETRIM - SMOOTH MANUFACTURER: JAMES HARDIE OR APPROVED SUB. COLOR: FIELD PAINT COLOR EXP-4	3. ALL FACTORY FINISHED TRIM SHALL BE TOUCHED UP IN FIELD AS NECESSARY FOR AND AFTER INSTALLATION.
SOFFIT - VENTED	HARDIESOFFIT - SMOOTH MANUFACTURER: JAMES HARDIE OR APPROVED SUB. COLOR: FIELD PAINT COLOR AS SELECTED BY ARCHITECT	4. TRIM INCLUDES ALL HORIZONTAL AND VERTICAL PIECES, INCLUDING FASCIAS, FRIEZES AND CORNERS.
		5. SEE DETAILS AND WALL SECTIONS FOR SIZES OF TRIM.
		6. INSTALL AND FINISH ALL COMPONENTS PER MANUFACTURER'S RECOMMENDATIONS.
		7. PRIME AND PAINT ALL WALL MOUNTED EQUIPMENT/ITEMS TO MATCH WALL UNLESS NOTED OTHERWISE.
		8. ALL EXTERIOR LIGHT FIXTURES TO BE PREFINISHED COLOR AS SELECTED BY ARCHITECT.

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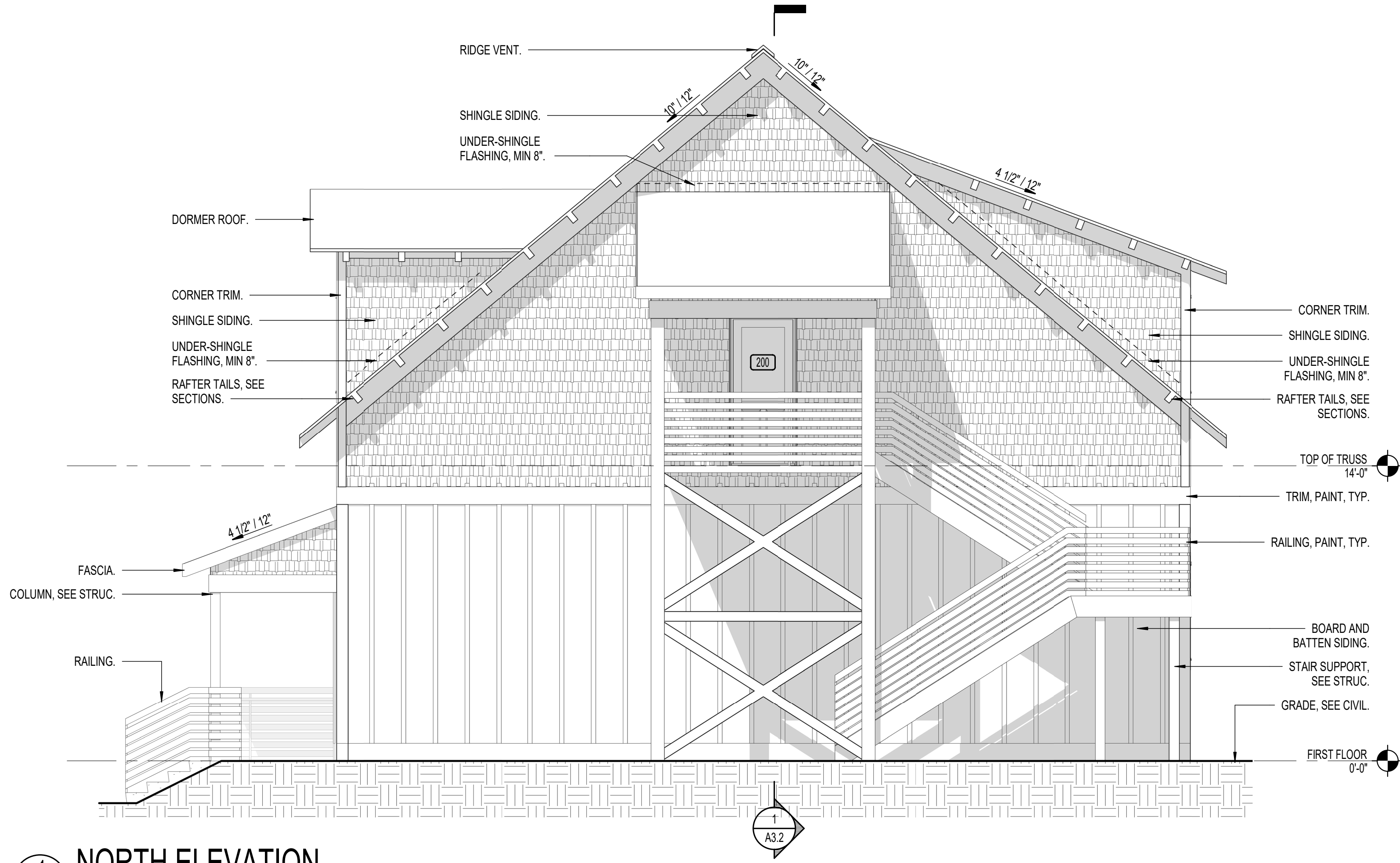
GENERAL NOTE:
Prior to construction start. Contractor shall verify & be responsible for all Dimensions.

Revisions
Description Date

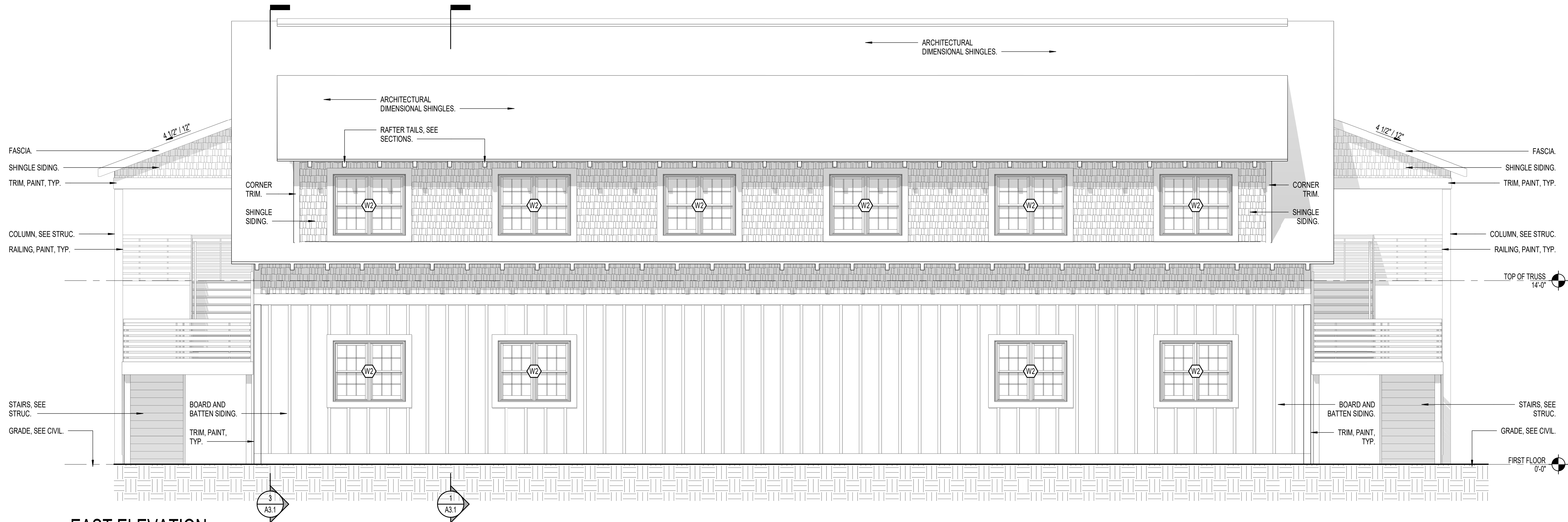
Date
APR 28 2025
Project No.
24043
Drawn By
Author
Sheet No.
A2.0
Checked By
DG
Sheet Title
BUILDING ELEVATIONS

OAKLEY COLLIER ARCHITECTS
OCA
107 Condolewood Road, Rocky Mount, NC 27884 (P) 252.931.2300
205 W. Martin Street, Raleigh, NC 27601

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1 NORTH ELEVATION
1/4" = 1'-0"



2 EAST ELEVATION
1/4" = 1'-0"

EXTERIOR FINISH NOTES

MATERIAL	DESCRIPTION	NOTES
SHINGLE SIDING	HARDIE SHINGLE SIDING - STAGGERED EDGE PANEL MANUFACTURER: JAMES HARDIE OR APPROVED SUB. COLOR: FIELD PAINT COLOR EXP-1	1. MANUFACTURERS INDICATED ARE BASIS OF DESIGN; SEE SPECIFICATION SECTION 01 60 00 - PRODUCT REQUIREMENTS FOR SUBSTITUTION REQUESTS. 2. ALL EXTERIOR SIDING AND TRIM SHALL BE FACTORY PRIMED AND FIELD PAINTED UNLESS NOTED OTHERWISE. 3. ALL FACTORY FINISHED TRIM SHALL BE TOUCHED UP IN FIELD AS NECESSARY FOR AND AFTER INSTALLATION. 4. TRIM INCLUDES ALL HORIZONTAL AND VERTICAL PIECES, INCLUDING FASCIAS, FRIEZES AND CORNERS. 5. SEE DETAILS AND WALL SECTIONS FOR SIZES OF TRIM. 6. INSTALL AND FINISH ALL COMPONENTS PER MANUFACTURER'S RECOMMENDATIONS. 7. PRIME AND PAINT ALL WALL MOUNTED EQUIPMENT/ITEMS TO MATCH WALL UNLESS NOTED OTHERWISE. 8. ALL EXTERIOR LIGHT FIXTURES TO BE PREFINISHED COLOR AS SELECTED BY ARCHITECT.
BOARD AND BATTEN SIDING	HARDIE ARCHITECTURAL PANEL - FINE SAND MANUFACTURER: JAMES HARDIE OR APPROVED SUB. COLOR: FIELD PAINT (BOTH) COLOR EXP-2	
TRIM	HARDIETRIM - SMOOTH MANUFACTURER: JAMES HARDIE OR APPROVED SUB. COLOR: FIELD PAINT COLOR EXP-4	
SOFFIT - VENTED	HARDIESOFFIT - SMOOTH MANUFACTURER: JAMES HARDIE OR APPROVED SUB. COLOR: FIELD PAINT COLOR AS SELECTED BY ARCHITECT	

NEW CONSTRUCTION FOR:

NAGS HEAD FITNESS FACILITY

TOWN OF NAGS HEAD
5401 S CROATAN HWY, NAGS HEAD, NC 27959

PRELIMINARY - NOT FOR CONSTRUCTION

PRELIMINARY - NOT FOR CONSTRUCTION

GENERAL NOTE:
Prior to construction
start. Contractor shall
verify & be responsible
for all Dimensions.

Revisions
Description Date

Date APR 28 2025	Project No. 24043
Drawn By Author	Sheet No. A2.1
Checked By DG	Sheet Title BUILDING ELEVATIONS

OAKLEY COLLIER ARCHITECTS
OCA
107 Condemned Road, Rocky Mount, NC 27884 (P) 252.931.2300
205 W. Martin Street, Raleigh, NC 27601



AGENDA ITEM SUMMARY

Town of Nags Head Planning Board

REGULAR SESSION: May 20, 2025

AGENDA ITEM E.2.

Nomination of Planning Board member to serve on the Septic Health Advisory Committee (SHAC).

Prepared by

Kelly Wyatt, Planning Director

Reviewed by

Kelly Wyatt

Staff Comments/Recommendation

Specific Action Requested

Nomination of Planning Board Member to serve on SHAC

Summary

The Septic Health Advisory Committee (SHAC) was established by the Board of Commissioners to provide ongoing guidance and feedback on the Town's Septic Health Initiative Program. The committee meets quarterly to discuss program successes and challenges and to support staff in implementing the recommendations of the updated Decentralized Wastewater Management Plan (DWMP).

The committee is currently composed of a representative from the Board of Commissioners, several town residents, and members of the Planning Department. At this time, there is a vacancy for a representative from the Planning Board. Once the Planning Board nominates a member to serve, staff will bring this recommendation forward to the Board of Commissioners at their June meeting for formal appointment.

Attachments

None



**BOC ACTIONS
WEDNESDAY, MAY 7, 2025**

1. Call to order - Mayor Cahoon called the meeting to order at 9:00 a.m. A moment of silence was followed by the Pledge of Allegiance.
2. Agenda – The Board approved the May 7th agenda as presented.
3. Recognition – New Employee – Deputy Town Clerk Katie Anzalone was welcomed by the Board to Town employment.

Presentation – Lt. Steven Anderson was congratulated by the Board for his completion of the Administrative Officers Management Program (AOMP).

Proclamation – National Police Officer's Week – The Board adopted the Proclamation declaring May 11 – 17, 2025 National Police Officer's Week as presented.

Proclamation – National Public Works Week – The Board adopted the Proclamation declaring May 18 – 24, 2025 National Public Works Week as presented.

4. Mayor Cahoon recognized former mayor Bob Muller in the audience.
5. Public Comment

Public Comment – Barry Brockway, Nags Head homeowner, thanked the Board for the Dune Management Cost Share Program and requested that the Board review the current ordinances regarding items left on dunes overnight, solar lighting on the dunes and how beach nourishment may have affected the relevance of these ordinances. He provided the Board with a photograph to describe his concerns.

6. Consent Agenda – The Consent Agenda was approved as presented and consisted of the following:
 - Consideration of Budget Amendment #13 to FY 24/25 Budget
 - Consideration of Tax Adjustment Report
 - Approval of Minutes
 - Consideration of Fourth Amendment to New Cingular Wireless (AT&T) Lease Agreement for Space on South Nags Head Water Tank.
 - Request Approval of McKim & Creed and Moffatt & Nichol Proposals to Conduct Annual Beach Monitoring Surveys and Analysis and associated Capital Project Ordinance Amendment.
 - Request for Public Hearing to Consider Citizen Comments on the Town Manager's Proposed Operating Budget for July 1, 2025 – June 30, 2026, Proposed CIP Requests for FY 25/26 through FY 29/30, and Updated Consolidated Fee Schedule
 - Request for Public Hearing for a Zoning Map Amendment for a Portion of the Nags Head Municipal Complex Property (5401 S Croatan Highway - Parcel #026404000) from R-3 (High-Density Residential) to SPD-C (Village) Institutional
 - Request for Public Hearing for a Zoning Text Amendment to the UDO - Section 9.36, Table of Uses

and Activities for the SPD-C District, to Modify the List of Accessory Uses in Conjunction with the "Municipal Building" use within the Village Institutional Zoning Classification

7. Planning Director – Planning Director Kelly Wyatt summarized her monthly report and was thanked by the Board for her efforts.
8. Planning Director – Planning Director Kelly Wyatt gave the Board a presentation that reviewed a draft scope and framework for implementing the \$500,000 zero-interest loan awarded by the Division of Water Infrastructure.
9. Planning Director – Deputy Planning Director Joe Costello provided an update to the Board on house elevations/acquisitions through the Hazard Mitigation Grant Program and the Board unanimously approved opting into the state-centric Hazard Mitigation Grant Program administration agreement for acquisitions.
10. Committee Reports
 - Comr. Sanders – Reminded everyone of the Jockey's Ridge State Park 50th Anniversary Celebration, which will take place June 5th-8th at the park and is free to the public. Visit www.jockeysridge50.com for more information.
 - Mayor Cahoon – Noted that the Jennette's Pier Advisory Committee has not met but will be meeting soon.
 - Mayor Pro Tem Siers – The Dare Housing Task Force (Plans Subcommittee) has met multiple times. They are continuing to work on locating properties and builders who may be willing to mass build at a lower cost structure while possibly receiving funding from the State. The Dare County Tourism Board is currently working on their budget.
 - Comr. Lambert – Noted that Government Access Channel has not met but will meet soon, and acknowledged the report given by Planning Director Wyatt regarding the Septic Health Advisory Committee.
11. Appointments/Reappointments to Town Boards/Committees - The Board reappointed both Judy Burnette and Tina Adderholt to the BOA. The Board requested the Arts and Culture Committee appointment be brought back to the June 11th meeting for consideration.
12. Town Manager Garman - Dep Town Manager/Finance Officer Amy Miller distributed the Manager's Recommended Budget to Board members. Town Manager Garman provided a few highlights to include:
 - Revenue neutral tax rate 20.84 cents per \$100 of assessed value
 - Recommended tax rate 22.00 cents per \$100 of assessed value – Key reasons for difference:
 - o Decline in shared revenues
 - o Inflationary trends that impact our ability to replace equipment and maintain infrastructure
 - o Significant increase in health insurance costs due to NCLM dissolving the Health Benefits Trust forcing us to seek a new provider and higher claims from the past year
 - Moving servers to cloud based on IT recommendations
 - Next Beach Nourishment Project - will be bid in the fall to determine if nourishing in the summer of 2026 or 2027 will be most cost efficient
 - Joint Fitness Center/Workforce Housing as first phase of Campus Master Plan

- Continuing with pedestrian projects and beach access improvements
 - New residential sanitation truck and knuckle boom truck for bulk items
 - Pay & Class Study
 - COLA scheduled at 3%; Continue with employee within-grade increases, career progression programs, and implementation of performance-based merit
 - Continuing with employee 401K contributions at 5% with no match requirement
 - Health insurance coverage to remain at 100% for employees and 80% for dependents
 - Grant applications and grant project completion to continue
 - Septic Health - pump out credit of \$250 once every three years
 - 5% water rate increase
 - Implementation of DWI 0% interest loan for septic repair/replacement
 - Chlorine conversion from gas to liquid; 8th and Gull St. plants
- 13.** Town Manager Garman – The Board unanimously approved the No- Cost lease with Dare County for the use of 105 W. Seachase Dr.
- 14.** Mayor Pro Tem Siers – Requested Attorney Leidy review the property issue that was brought to our attention during public comment and report back.
- 15.** Mayor Cahoon – The Board unanimously approved the Resolution Recognizing the Significance of Jockey’s Ridge State Park and Honoring Its 50th Anniversary Celebration.
- 16.** Mayor Cahoon – Mayor Cahoon updated the Board on the legislative correspondence re: Opposition to HB 765 and similar legislation to strip municipalities of planning and zoning authority. He noted that local mayors have a virtual meeting scheduled with HB765 sponsors on Monday, May 12th and an in-person meeting scheduled with Senators Alexander and Ford on Thursday, May 29th.
- 17.** Mayor Cahoon – Mayor Cahoon noted that he will be attending the NCBIWA conference on May 8th where Cape Hatteras National Seashore Superintendent, Dave Hallac, will be presenting on Threatened Oceanfront Structures and Town Engineer, David Ryan, will be presenting on Implementing Dune Infiltration Systems.
- 18.** Mayor Cahoon – Mayor Cahoon noted that he will be meeting with local folks opposed to offshore oil-drilling and then will be meeting with Congressman Greg Murphy to express the town’s views.
- 19.** Closed Session – The Board entered Closed Session to confer re: a matter of attorney/client privilege and to preserve that privilege regarding 309 W Soundside Rd BOA Appeal, Cherry Inc. litigation, and other matters protected by attorney/client privilege pursuant to GS 143-318.11(a)(3) and to consider applications for the Nags Head Lightkeeper and Nags Header Awards pursuant to GS 143-318.11(a)(2). The time was 10:35 a.m.
- 20.** Open Session - The Board re-entered Open Session at 11:12 a.m. The Board took action regarding the Nags Head Lightkeeper and Nags Header Awards.
- 21.** Adjournment - The Board recessed to a FY 25/26 Budget Workshop on Wednesday, May 21, 2025 at 9:00 a.m. The time was 11:12 a.m.



COMMERCIAL OUTDOOR RECREATION OVERLAY DISTRICT REPORT

March, 2025

Town of Nags Head Planning & Development Department



Contents

Background	3
Location	3
Purpose	4
Comprehensive Plan	4
Whalebone Character Area	5
Soundside Activity Node Development	7
Essential Policies and Considerations	7
The Beach Road Design Plan	8
2023 Pedestrian Plan	9
US 158 Access Management Plan	10
Key UDO Sections	10
Map of Key Locations within The CORD	11
Northern CORD	12
Central CORD	13
Causeway CORD	14
Map of Vacant Private Property in CORD	15
Structures Square Footage in CORD	15
Soundside Boardwalk Concepts	16
Analysis	17
Recommendations - Zoning	18
Recommendations - Walkability	23
Existing, Planned and Proposed Pedestrian Connections in CORD	25
Public Art Examples	26

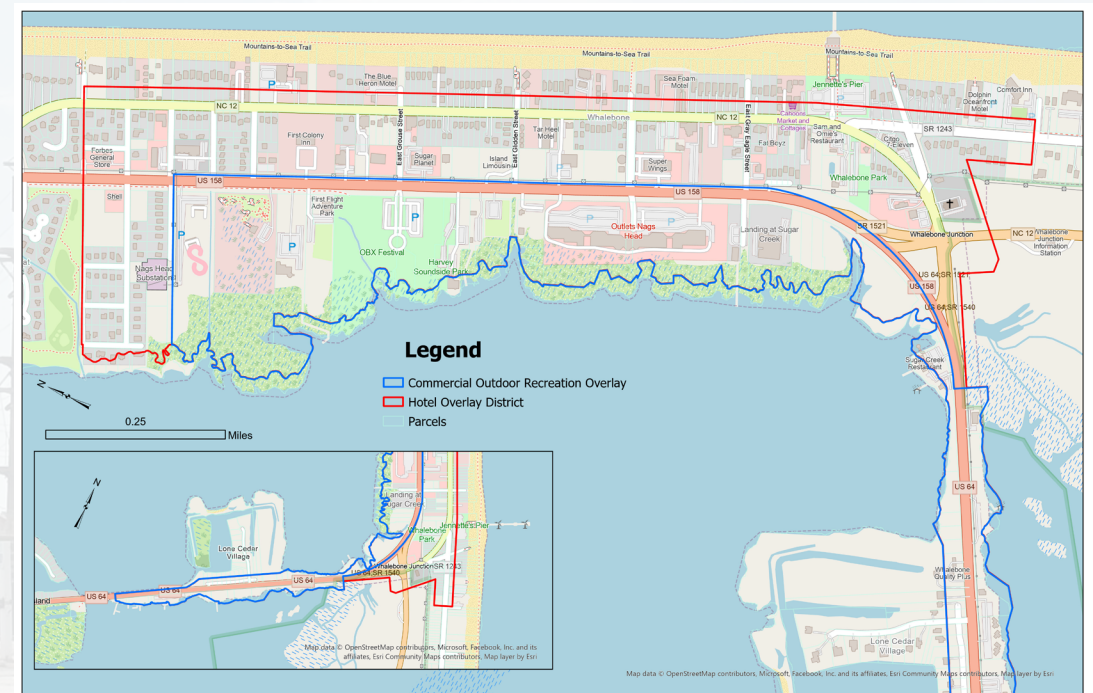
Background

The Commercial Outdoor Recreation District (CORD) was established in 1995. The district was created to address recreational uses located throughout the C2, General Commercial District as they were creating land use incompatibility issues. As an example, a go-cart track next to residential development was considered problematic due to noise. In reviewing minutes from the March 1, 1995 Board of Commissioners Meeting, Planner Bruce Bortz pointed out regulations regarding noise, hours of operation etc. were moved to Chapter 3 Amusements, Entertainment and Crowd Gathering in the Town Code.

The 2000 and 2010 Land Use Plan both state that The Commercial Outdoor Recreational Use Overlay Zoning District was established to accommodate the ever-growing commercial recreational development requests made to the Town. It shall be a policy of the Town to periodically review the adequacy of these regulations and make the necessary modifications when public health, safety and welfare issues arise. The Town shall not enlarge the overlay district and shall consider reducing the district in size or amending the uses when conflicts develop

Location

The Commercial Outdoor Recreation District (in blue) runs from Forbes St (N) to the south side of Whalebone Junction. The Hotel District (in red) runs from Forrest St (N) to Governor St. (S) The Outdoor Recreation District overlaps and is within Hotel District. Both extend down the Causeway. The underlying zoning for the Commercial Outdoor Recreation Overlay District is C2, General Commercial for all properties.



Purpose

The Town is examining the regulations of the CORD and the underlying C-2 District to ensure they align with Soundside Character Area goals in the Comprehensive Land Use Plan.

The Town's strategic plan stipulates goals, objectives and action items to be carried out over the year. Action items must be accomplished to achieve stated objectives and goals. The development goal within the strategic plan states: To achieve responsible, adaptive development that aligns with our community vision. Action 2.2 states: Identify and correct areas of land use incompatibility within the town; correct inconsistencies between the Comprehensive Plan and the UDO. Item D. mentions specifically examining allowable uses within the Commercial Outdoor Recreation Overlay District (CORD).

This report consolidates key planning documents related to planning and development of the CORD zoning overlay district. The zoning district largely overlaps with the Soundside Activity Node in the Whalebone character area as described in the Town's Comprehensive Plan. Documents reviewed include the comprehensive plan, the Beach Road Plan and the 2023 Pedestrian Plan, past staff reports, presentations and text amendments related to the area. This report documents existing conditions and provides analysis and recommendations to support the implementation of the Soundside Activity Node's development goals. Recommendations include revising allowable uses in the CORD and enhancing pedestrian safety to create a cohesive and accessible environment.

Comprehensive Plan

The Town of Nags Head is comprised of several distinct areas and each have their own unique characteristics. The Comprehensive Plan recognizes these areas as Character Areas. Character Areas denote specific geographic areas of the town that:

- Have unique or special characteristics to be preserved or enhanced;
- Have the potential to evolve into unique areas with more intentional guidance of future development through planning and implementation; or
- Require special attention due to unique development issues.

These Character Areas represent areas where more detailed, planning and implementation of certain policies, investment, incentives, or regulations may be applied in order to preserve, improve, or influence their future development patterns that are consistent with the town's vision.

Character areas provide both the vision and policy direction for the desired use, design, infrastructure, and other elements that new development must consider. Character area planning provides the policy direction that regulations must work to achieve. This means that the town's ordinances, development standards, design standards, and other programs should work together to allow achievement of character area goals.

Comprehensive Plan

Each Character Area in the Comprehensive Plan outlines key elements that define the areas identity and future development:

Area Description: Highlights significant features, attributes, infrastructure, land uses, and overall sense of place.

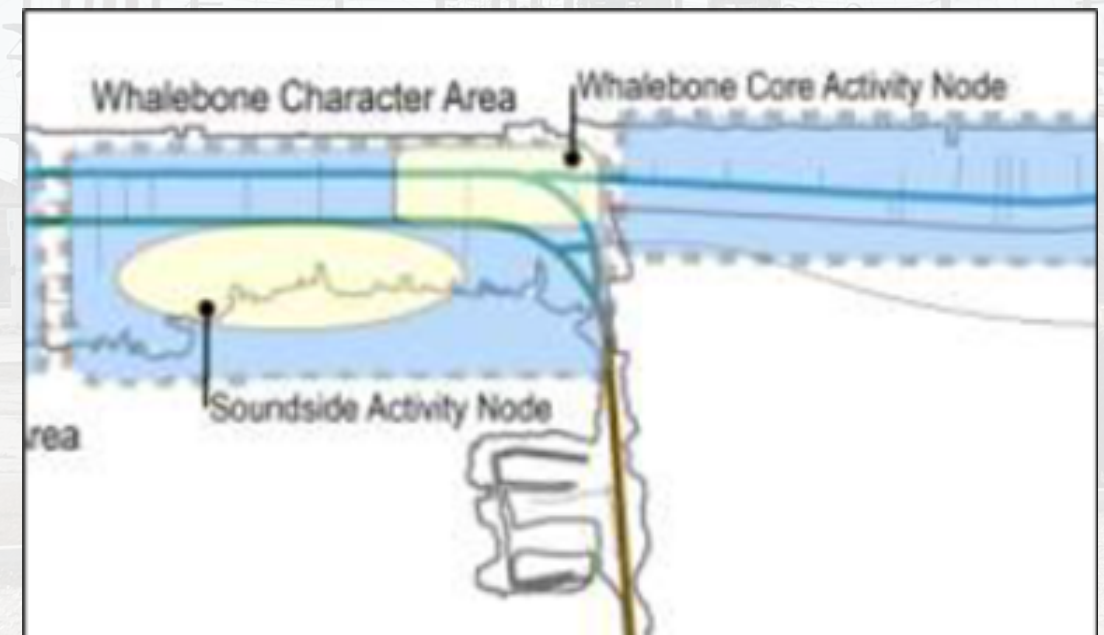
Development Plan: describes the hopes and concerns for each character area and further outlines the future desires for land use types, form, height, density, architectural characteristics, important infrastructure and desired bicycle and pedestrian connections. It also considers regulatory constraints and land use compatibility.

Activity Nodes: are areas that are anticipated for future concentration of uses that serve as destinations or hubs of activity for the surrounding area. These are characterized by higher intensity uses, compact development patterns, walkability, and a higher standard of architectural and site design. Activity centers include a mix of residential and commercial uses including retail, dining, and office. Areas designated as activity centers should be planned in a way to encourage pedestrian activity.

Legacy Establishments, Structures, or Locations contribute to the overall sense of place or tell the story of Nags Head's past. These establishments, structures, or locations often remind you of the past and are nostalgic

Whalebone Character Area

Whalebone Junction is the southern gateway to the Town and Cape Hatteras National Seashore. All traffic coming to the Outer Banks via Hwy 64, regardless of the destination, must pass through this juncture to travel north or south to other Outer Banks destinations. This area encompasses the area between Whalebone Junction and Forrest Street and contains many institutional, cultural, and recreational attractions including Jennette's Pier, the Soundside Event Site, Whalebone Park, and the Harvey Soundside Park. The Whalebone Junction Character Area represents the southernmost node of commercial activity in the town and contains many examples of legacy type establishments that embody the heritage of the town. This area is also known for its expansive, scenic views of the Roanoke Sound and marshes that are often visible from US 158 Corridor and at Whalebone Junction.



Whalebone Character Area

The Whalebone Junction Character Area accommodates uses such as restaurants, convenience/grocery stores, outdoor recreational opportunities, small scale shopping, and the only retail outlet center in the Outer Banks and northeastern North Carolina. These commercial uses are located within walking distance of surrounding residential accommodations.

The Whalebone core is outside of the CORD and will not be included in this report.

The Soundside Activity Node is described as follows in the Comprehensive Plan:

The Soundside Activity Node is located on the west side of US 158 between West Forbes and West Grey Eagle in the general vicinity of the new Soundside Event Site and the Town's Harvey Soundside Park. The core of the Soundside Character Area is the Soundside Event Site, previously the location of Windmill Point Restaurant. The Soundside Event Site was purchased in 2008 and is a 10 acre area adjacent to the Roanoke Sound. The property is owned by the town and Dare County Tourism Board.

The Soundside Activity Node is known for its scenic viewsheds of the Roanoke Sound and marshes that are visible from the US 158 corridor. This area is an asset to the town because of the large expanses of marshes and the presence of estuarine shoreline. The estuarine shoreline not only adds to the sense of place and quality of life but provides important nursery habitat for seafood and birds. This area is relatively low density and comprised of outdoor entertainment, water-based recreation, and commercial uses such as dining and shopping. This area is viewed as a community gathering location due the many programmed events and festivals held at the Soundside Event Site.

Whalebone Character Area Development Plan

A. Appropriate Land Uses

Appropriate land uses in each area are outlined in the following table. This is only a general listing that should be further articulated through subsequent review of zoning standards for each area.

Table 2.6.2.A: Appropriate Land Uses in the Whalebone Junction Character Area

Whalebone Core [1]	Soundside [1]
- Single-Family Residential (5,000 sq. ft. or less) - Hotel/Boutique Hotel - Mixed Use - Accessory residential to residential - Commercial (10,000 sq. ft. or less) - Accessory residential to commercial - Office as an accessory use - Retail - Equipment rentals - Restaurant (Walk-up, sit down, no drive-thrus) - Gallery/Museum - Institutional (Parks, School, Non-Profit) - Personal Service Establishment - Cottage Court	- Multi-Family - Hotel/Boutique Hotel - Accessory residential to commercial - Mixed Use - Commercial - Office as an accessory use - Retail - Restaurant (Walk-up, sit down, no drive-thrus) - Personal Service Establishment - Indoor entertainment - Indoor/Outdoor Recreation - Water Dependent Uses (i.e. pier/boardwalk) - Accessory water dependent use to commercial use, mixed use, or hotel (i.e. pier/boardwalk) - Outdoor Events, Festivals, and Amusements

Table 2.6.2.A: Appropriate Land Uses in the Whalebone Junction Character Area

Whalebone Core [1]	Soundside [1]
	- Gallery/Museum - Institutional (Parks, School, Non-Profit) - Gymnasium/Fitness Studio

NOTES:

[1] Uses are listed in no particular order and do not reflect a priority or any other ranking.

This area is envisioned to be a destination where people can park their car and enjoy exploring the surrounding area by foot or bike. This area is imagined as primarily commercial with a mix of retail and restaurant and a high degree of walkability. The Advisory Committee identified this character area as the model of future beach road development.

Soundside Activity Node Development

In both the Whalebone Core Activity Node and the Soundside Activity Node, the town may consider unique zoning techniques at the center of these activity nodes to facilitate the desired arrangement of land uses and encourage neighborhood commercial development.

The Soundside Activity Node is envisioned to develop as a high quality, mixed use area and prime location for recreational uses and hotel development. Further, the area is highly desirable for additional dining opportunities and local, boutique style shopping that is designed as a planned, highly walkable, destination type development. Mixed use development should utilize vertical and horizontal development with groupings of commercial, dining, office, and accommodations. This area was identified as appropriate for hotel development with a desire for a more specialty, boutique type hotel. Additionally, there is a preference for groupings of smaller scale buildings over a single, massive structure.

Pedestrian connections between uses are strongly encouraged. In addition, all future development should work to protect the viewsheds of the sound from the US 158 corridor and avoid "walling off" the sound. Building sizes in this area should be evaluated and additional study conducted to determine appropriate building sizing for the character area.

Future development should work to increase bike and pedestrian connections from the Soundside to the Whalebone Junction Core and other residential areas to the north and south. Traffic calming and pedestrian safety measures, such as improved cross walks, should be implemented in order to safely move pedestrians and cyclists across US 158.

Essential Policies and Considerations

- Develop standards through future ordinance revisions to implement the development plan as described herein. (LU-1, LU-4, LU-11, LU-14, LU-15, LU-16, LU-24, LU-25)
- Develop pedestrian infrastructure for this character area as described in this section and as listed in the Transportation Element in Chapter 3. This includes but is not limited to a multi-use path on US 158 between Gull Street and the Event Site and between Jennette's Pier and Gull Street on NC 12. (TP-1, TP-3, PR-4, PR-8)
- Recognize legacy businesses and encourage their preservation. (EC-6, EC-7)
- Promote and expand a diverse range of housing accommodations through incentives and removal of regulatory barriers. (LU-27)
- Protect viewsheds from US 158 of the Roanoke Sound and marshes. (NR-1, NR-4)

Corridors Character Area

US 158

- More walkable and safe
- Lower speed limit

The Beach Road Design Plan

In January 2006, the Town of Nags Head invited the NC State University College of Design to conduct a study on determining future development trends and character on NC 12, which stretches roughly 6.5 miles along the area north of Whalebone Junction. The study proposes a vision plan with development strategies and design recommendations which resulted from the analysis of existing conditions, as well as the assessment of community perceptions and expectations.

The plan analyzes the Whalebone Junction corridor as a gateway to the Beach Road, to the Town of Nags Head and to the Outer Banks. During public input sessions, it was noted that the district currently provides a minimum of opportunities for a walkable environment due to:

- fast automobile traffic, a lack of warnings, and insufficient directional signage at the entrance to the Beach Road and at speed limit changes;
- a lack of entry signs (such as "history" and "welcome" types);
- a lack of traffic calming features; and parked cars in front of buildings, or along the road, generating safety concerns for pedestrians and blocking the flow of traffic.

The Beach Road Design Plan

The plan goes on to make numerous recommendations around appropriate land uses, parking, building design, scale, streetscape, signage, lighting and pedestrian access. The plan conceptually recommends updating the circulation of the district as shown below.



2023 Pedestrian Plan

In 2023, the Town of Nags Head updated its Pedestrian Plan, prioritizing key projects to improve connectivity, safety, and accessibility. The update ranked projects based on priority, cost, and impact, with several directly enhancing pedestrian access to the Commercial Outdoor Recreation District (CORD) and surrounding areas.

Key priority projects include:

- Project 5: A multi-use trail between S. Seachase Drive and W. Baymeadow Drive, filling a critical gap in the pedestrian network and improving access from the north to the CORD.
- Project 6: A sidewalk extension in front of the outlet mall, enhancing pedestrian movement in a high-traffic area.
- Project 13: A sidewalk along Grouse Street, providing a direct link between Beach Road and the Soundside Event Site.
- Project 15: Further extending the multi-use path, ensuring stronger connections within the CORD.
- Project 19: Though just outside the CORD, this project enhances pedestrian access between nearby residential areas and the new Inn at Whalebone Hotel.

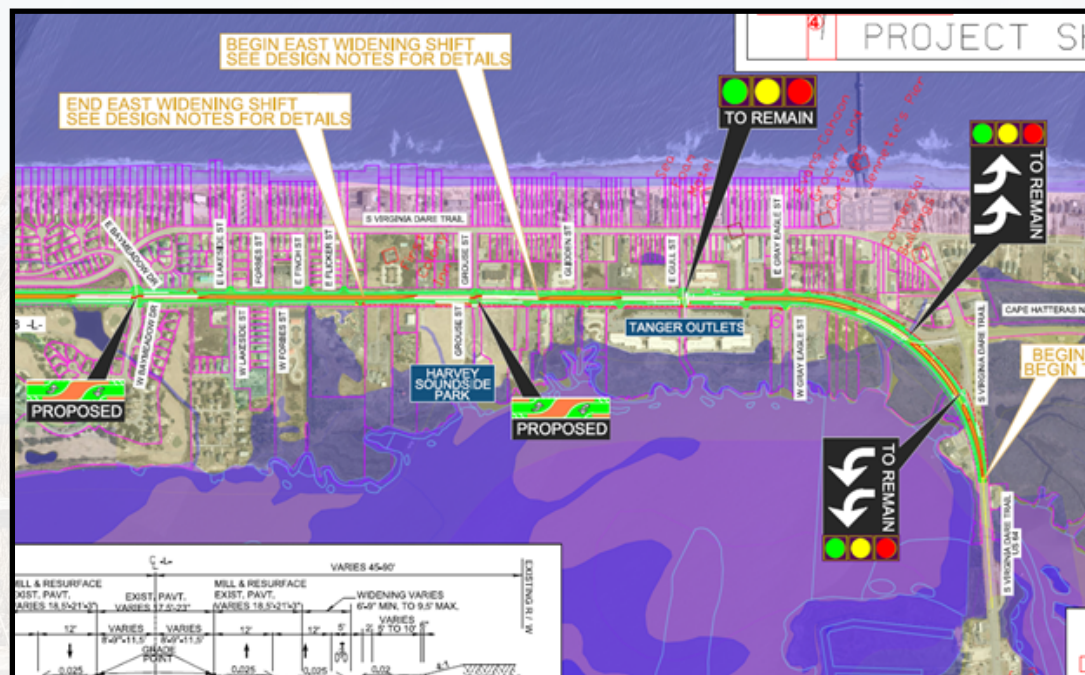
Together, these projects will significantly improve walkability in the area, with an estimated total cost of approximately \$2.5 million.

2023 Pedestrian Plan

Rank	Project Description	Cost	Length
1	W. Side Multi-Use Path (Carolista to Soundside Road)	\$1,298,548	6,645
2	E. Epstein St.	\$57,750	420
3	Wrightsville Ave - E Bonnett St to S. VA Dare Trail	\$479,935	1,910
4	S. Seachase Dr. (Epstein)	\$45,150	420
5	W. Side Multi Use Path (S. Seachase-W. Baymeadow Dr.	\$1,500,750	4,350
6	W. Side Multi-Use Path (Gull St. to Gray Eagle St.)	\$289,800	720
7	E. Barnes St.	\$21,120	110
8	E. Admiral St.	\$51,975	550
9	W. Soundside Rd.	\$330,000	2,400
10	W. Blue Jay St.	\$44,550	360
11	W. Baymeadow Dr.	\$70,840	560
12	Intersection Saterfield Landing to Driftwood	\$52,200	290
13	E. Grouse St.	\$65,588	450
14	W. Windjammer Dr.	\$101,832	805
15	W. Side Multi-Use Path (W. Gary Eagle St. to Sugar Creek Restaurant)	\$668,800	1,900
16	W. Woodhill Dr.	\$103,125	750
17	W. Saterfiled Lnading Rd.	\$115,115	800
18	W. Villa Dunes Dr.	\$151,250	1,10
19	W. Lakeside St.	\$73,645	515
20	W. Oak Knoll Dr.	\$99,000	600

US 158 Access Management Plan

The US 158 Access Management Plan is currently in the State Transportation Improvement Program (STIP). The STIP is NCDOT's long-range transportation plan. It identifies the construction funding and schedule for state transportation projects over a 10-year period. NCDOT updates the STIP approximately every two years. The project is currently on the 'back end' and has not received funding to fully design or construct. It is at least 5 years away from being funded and many years further from being constructed. Below is the concept redesign for the area of US 158 adjacent to the CORD.



Key Sections of the Unified Development Ordinance

6.3.1. CO Commercial-Outdoor Recreational Uses Overlay District.

The Commercial-Outdoor Recreational Uses Overlay District is established to provide a set of comprehensive land use regulations for the operation of commercial-outdoor recreational uses while protecting the residentially zoned areas of the Town. This shall be the only area within the Town where these uses are allowed.

8.5.2.4. Uses Allowed. The underlying zoning district to the Commercial-Outdoor Recreational Uses Overlay District is the C-2 General Commercial Zoning District. The outdoor recreational uses allowed in this district may be allowed as stand-alone uses or in combination with other outdoor recreational uses. Outdoor recreational uses may also be combined with certain uses allowed in the underlying C-2 zoning district. However, when any non-recreation related use is combined with a recreation use, the non-recreation use must be accessory and subordinate to an outdoor recreation use. In this instance, only the following uses shall be allowed as accessory to an outdoor recreation use and shall be contained within the principal building:

8.5.2.4.1. Concession.

8.5.2.4.2. Amusement arcade.

8.5.2.4.3. Restaurant.

8.5.2.4.4. Retail.

8.5.2.4.5. Single-family dwelling.

Lots may also be developed with any of the principal uses allowed in the C-2 zoning district. When this occurs, these lots shall not be utilized in combination with any of the recreation uses allowed within this overlay district.

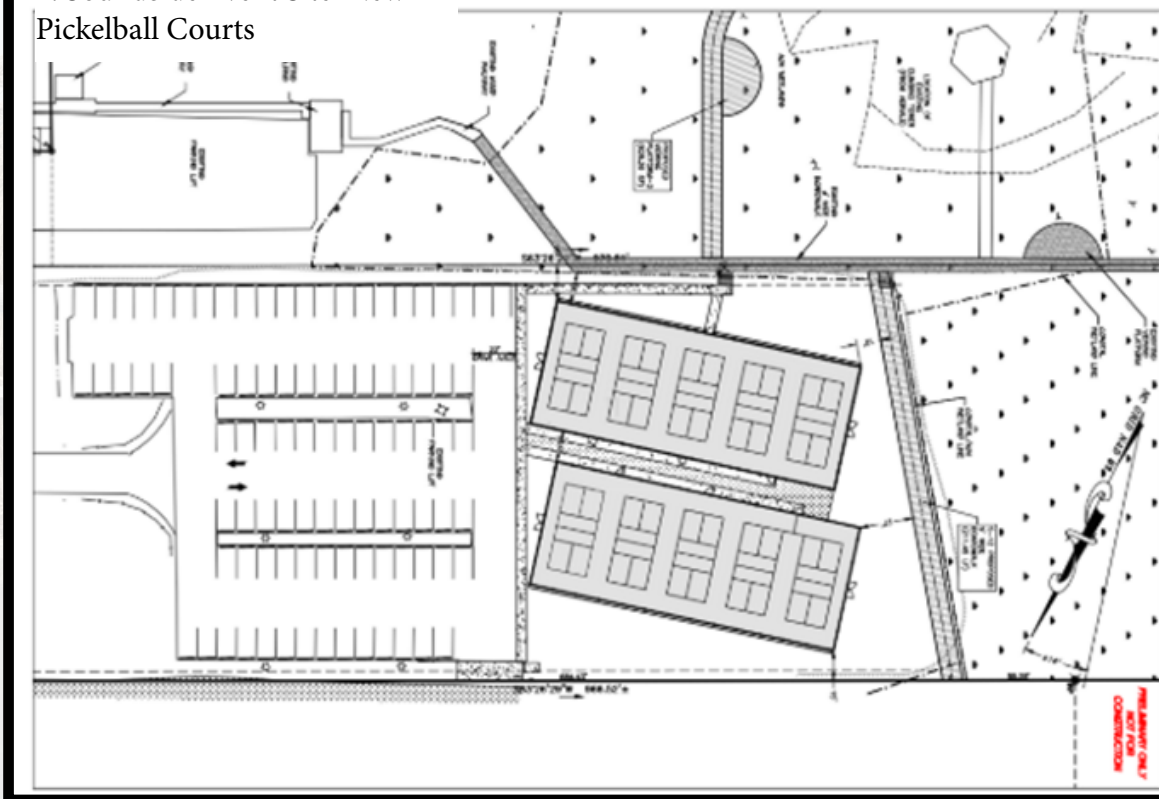
Reference Map of Key CORD Locations



Northern CORD

The Northern Portion of the CORD is located south of the Lakeside residential neighborhood and west of US 158. The western portion of the CORD fronts the Roanoke Sound. The area is characterized by classic outdoor recreation uses including mini golf, go karts and concessions. The northern CORD also contains the Soundside Event Site which has grown to include the First Flight Adventure Park. The Soundside Event Site is a major gathering site for the Outer Banks community. The site hosts numerous popular events including the Seafood Festival and the OBX Rod and Custom Festival among others. The site has recently received site plan approval to construct pickleball courts and a new boardwalk. The Town has also received grant funding to construct a living shoreline to protect the land from erosion while encouraging the marsh and sound interface to remain which is crucial for natural habitat. The area has good pedestrian infrastructure highlighted by the 10' wide, concrete, multi-use trail connecting the Village at Nags Head neighborhood from Baymeadow Drive to the Outlet Mall in the Central CORD. With the construction of the new boardwalk at the Soundside Event Site, there is an opportunity to expand the boardwalk to the Central CORD area. The existing multi-use path runs adjacent to US 158 but lacks shade, seating and visual interest. Adding vegetation, benches and public art could enhance the pedestrian experience, creating a more comfortable and inviting corridor.

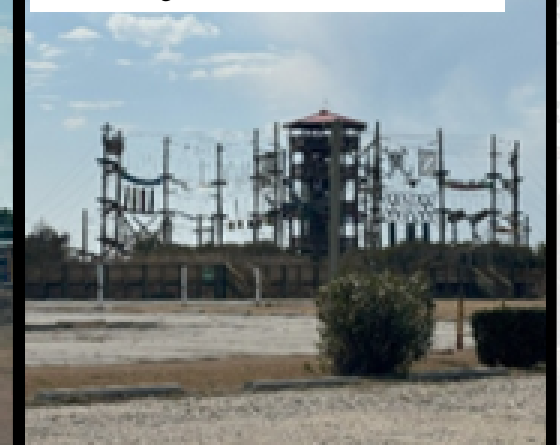
4. Soundside Event Site New Pickleball Courts



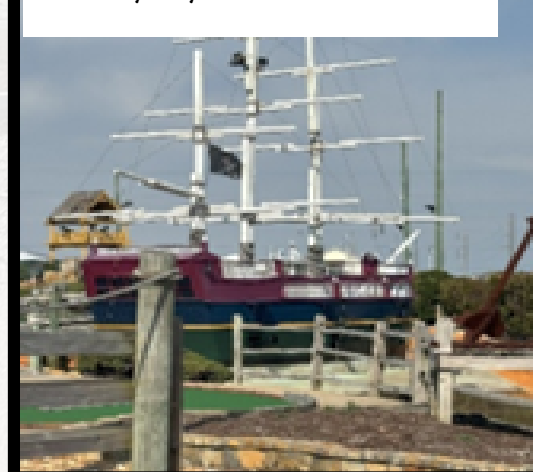
1. Full Throttle Speedway



3. First Flight Adventure Park



2. Mutiny Bay Adventure Golf



5. Soundside Event Site



Central CORD

The Central Portion of the CORD is located south of the Soundside Event Site and west of US 158. The western portion of the CORD fronts the Roanoke Sound. The area is characterized by the Outlets, and high density residential at the Landings at Sugar Creek. Common land uses include retail, residential, outdoor recreation including put-put golf and go kart racing. The central CORD contains the open parcels at the bend in US 158 known as “Catfish Farm” parcels. This catfish farm parcels being preserved open-space will help maintain the visual connection with the Sound from the street. The area contains a six-foot multi-use path up to Gull Street. At Gull Street, the sidewalk ends with no connection to the Landings at Sugar Creek to the south. This sidewalk connection is planned and listed in the 2023 Pedestrian Plan. There is an opportunity to expand the boardwalk connection from the Soundside Event Site to the central CORD in the future. The only crosswalk and traffic light across US 158 in this area is located at Gull Street. There is an opportunity to improve connections to the destinations across US 158 located within the Whalebone Activity node. There is also an opportunity to allow for small multi-family housing or single or two family housing as an accessory use in this area. There may also be an opportunity to allow outdoor stands to engage pedestrians and activate the corridor.

9. Outlets Nags Head



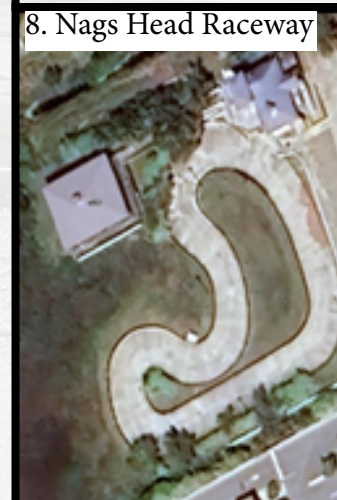
6. Harvey Soundside Public Access



7. Jurassic Putt



8. Nags Head Raceway



10. The Landings at Sugar Creek



Causeway CORD

The Causeway Portion of the CORD is located along the US 64 bridge bounded by the Roanoke Sound to the north and the south. The area is characterized by a blend of land uses including retail stores, restaurants, watersports rentals, gas stations, a public pier and kayak launch and single family residential homes. The Causeway CORD area contains small open space parcels that are not suitable for commercial construction, providing excellent views of the Sound and undeveloped marshlands to the south. The Causeway CORD area serves as a gateway to the southern Outer Banks as well as to Nags Head. It serves as the first impression for many visitors when arriving to the Outer Banks on vacation. This section of the CORD has poor pedestrian infrastructure and commercial businesses are only safely accessed by automobiles. At Gull Street, the sidewalk ends with no connection to the Landings at Sugar Creek to the south. There is limited return on investment for constructing a sidewalk or boardwalk to this area from the central CORD. Given the distance and isolation of the area, it is unlikely to be well used, although that could change in the future. Sidewalk connections to this area are currently limited to the planned sidewalk connection to the Sugar Creek Restaurant. There may be an opportunity in this area for more boutique hotels and accessory residential land uses.

13. Kitty Hawk Kites



16. Basnights Lone Cedar Care



17. Causeway Watersports



11. Sugar Creek Restaurant



12. Nags Head Public Pier



14. Nags Head Watersports



15. Nags Head Watersports



Vacant Private Property in CORD



There are currently 9 privately held parcels that are still vacant within the CORD with a total acreage of 3.463272 acres. There is a larger number of commercially zoned properties just outside the CORD on the eastside of US 158 that are currently vacant and have the potential to be developed commercially or residentially.

Structure Square Footage in CORD

Full Throttle Speedway – 400 sq. ft.
 Blackbeards Mini Golf – 2,100 sq. ft.
 Millers Restaurant – 6,510 sq. ft.
 Kitty Hawk Water Sports – 1,040 sq. ft.
 Jurassic Putt – 248 sq. ft.
 Outlets Nags Head – four buildings of 19,000 to 22,000 sq. ft.
 Sugar Creek Restaurant – 7,331 sq. ft.
 Whalebone Quality Plus Gas Station – 1,208 sq. ft.
 Causeway Watersports – 896 sq. ft.
 Fishing Unlimited Bait & Tackle – 1,182 sq. ft.
 Basnights Lone Cedar Restaurant – 13,785 sq. ft.
 Valero Gas Station – 4,292 sq. ft.
 Tale of the Whale Restaurant – 6,332 sq. ft.
 Kitty Hawk Kites– 840 sq. ft.
 Oceans East Bait & Tackle – 3,200 sq. ft.

Town Soundside Boardwalk Concepts

The idea of a soundside boardwalk was first identified in the Town's Parks and Recreation Plan, with planning funds allocated in the 2013/2014 budget to explore feasibility. The Town's goals included conducting property owner outreach, researching environmental permitting, and developing a viable boardwalk alignment.

To guide this effort, the Board of Commissioners appointed a stakeholder committee in February 2013. Shortly after, the Town engaged Environmental Professionals, Inc., which developed a preliminary alignment and conducted outreach to affected property owners.

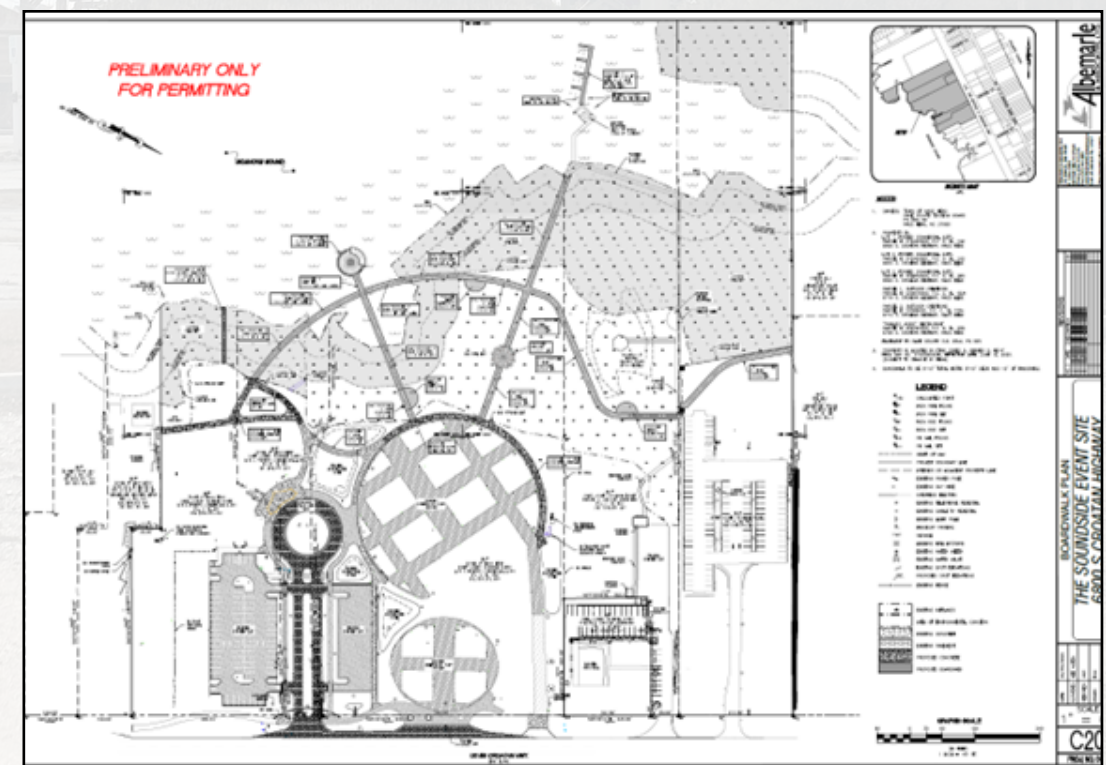
In 2016, the Board of Commissioners considered a text amendment to exempt private property owners from lot coverage and minimum yard requirements for boardwalk construction within designated easements. However, after review, the Board ultimately decided not to move forward with permitting and construction. The conceptual alignment developed during this planning process remains a foundation for future discussions, should interest in a soundside boardwalk be revisited. Below are preliminary drawings from the time:



Soundside Event Center Boardwalk



In late 2024, the Soundside Event Center received CAMA and Town approvals to construct a boardwalk, completing part of the concept.



Analysis

Strengths:

- Existing grouping/cluster of outdoor recreation businesses
- The Soundside Event Center serves as an anchor attraction, drawing visitors and activity
- Proximity of the CORD to hotels, cottage courts and large vacation rentals supporting visitor demand
- Town ownership of key local parks and properties in and near the CORD including, Whalebone Park, Nags Head Public Pier, Harvey Soundside Park and preserved 'Catfish Farm' Properties enhance the districts appeal
- Proximity to Jennette's Pier and Whalebone Activity Node, increasing visibility and accessibility
- Views of and proximity to the ocean and the sound adds to desirability

Weaknesses:

- Lack of zoning protection in that the full range of C2, General Commercial Uses are allowed by right, meaning residential redevelopment or non-recreational commercial uses could disrupt the districts continuity and character
- Potential for development that reduces visibility of the sound
- Lack of pedestrian connectivity to and from the district from points east and north

Analysis

Weaknesses, Continued:

- Challenge and viability of new outdoor recreation related businesses due to cost of land, development and doing business
- Current zoning only allows non-recreational uses as accessory to recreation based business, limiting opportunity for diverse mixed use projects/multiple principle uses

Opportunities:

- Improve Pedestrian connectivity - expand walkways, crosswalks, bike paths to link district to surrounding areas
- Remove incompatible uses to preserve district continuity long term
- Allow small multifamily development as an accessory use
- Soundside Event Site expansion helps bring events and programming to the CORD, central destination that could be expanded on to help retain existing CORD businesses
- Increased connection to sound and natural landscape via boardwalk, boat parking, maintaining visual connection to the sound, public art and installing living shorelines in the area to reduce erosion and support natural habitat
- Allow multiple principal uses with CORD Use. Eg. allow multiple principal uses in the CORD such as restaurant and mini golf

Recommendations - Zoning

To align the Commercial Outdoor Recreation District (CORD) with the Comprehensive Plan and ensure consistency with the Unified Development Ordinance (UDO) the following zoning amendments are recommended:

Recommendation 1. Amend the UDO to reflect CORD goals

- Remove noncompatible uses from the C2 district within the CORD to maintain recreational focus
- Expand allowable accessory only uses within the CORD, offering flexibility while ensuring they compliment outdoor recreation
- Consider allowing multiple principal uses within CORD properties, such as allowing a restaurant and outdoor recreation use on the same site.

P = Permitted by Right, Administrative

R = Supplemental Regulations

S = Special Use

Yellow Highlighted uses below have a recommended change to be permitted as accessory to an outdoor recreation use.

Red Highlighted uses are recommended to no longer be allowed within the CORD.

Blue highlighted is a housekeeping change.

Green highlighted is a mixed use option to consider allowing with Outdoor Recreation Use.

Recommendations - Zoning

Use Category	Use Type	Use	Supplemental Regulation	Notes
Residential	Short Term Rental	PR		
Service	Massage and Bodywork Therapy	PR	Section 7.21	
Recreation-Land Dependent	Aerial Adventure Park	SR	Section 7.57	
Recreation-Land Dependent	Designated Public Events Site	SR	Section 7.58	
Recreation-Land Dependent	Go Kart Track	SR	Section 7.59	
Recreation-Land Dependent	Grass Surface Putting Course	SR	Section 7.60	
Recreation-Land Dependent	Mini-Golf	S		
Recreation-Land Dependent	Outdoor Amusement Rides/Games	SR	Section 7.61	
Recreation-Land Dependent	Outdoor Sport Climbing Wall	SR	Section 7.62	
Recreation-Water Dependent	Parasail Rental	C		Change to S
Recreation-Water Dependent	Tour Boat, (49 Passengers or less)	C		Change to S
Recreation-Water Dependent	Watercraft Rental, Non-Powered	SR	Section 7.63	
Recreation-Water Dependent	Watercraft Rental, Powered	SR	Section 7.63	
Recreation-Water Dependent	Watercraft, Personal (Jet-Ski)	SR		

Recommendations - Zoning

Use Category	Use Type	Use	Supplemental Regulation	Notes
Residential	Cottage Court	SR	Section 7.2	Multi-Fam listed as appropriate use per Comp Plan
Residential	Dwelling, Large Residential	PR	Section 7.4	Counter to CORD development vision.
Residential	Dwelling, Multi-Family (small)	PR		Multi-Fam listed as appropriate use per Comp Plan
Residential	Dwelling, Multi-Family (large)	SR		
Residential	Dwelling, Single-Family (detached)	P		
Residential	Dwelling, Two-Family	SR	Section 7.60	Accessory residential to commercial appropriate per Comp Plan
Residential	Granny Pods/ Temporary Health Care Structures	PR	Section 7.6	
Residential	Home Occupation Class 1	PR	Section 7.7	
Residential	Home Occupation Class 2	PR	Section 7.7	
Residential	Home Occupation Class 3	PR	Section 7.7	Change to S

Recommendations - Zoning

Use Category	Use Type	Use	Supplemental Regulation	Notes
Residential	Short-term Rental	P		
Residential-Group	Bed and Breakfast	SWW		Boutique Hotel type uses strongly supported per Comp Plan
Residential-Group	Boarding Houses	SR	Section 7.8	
Residential-Group	Dormitory	SR	Section 7.10	
Residential-Group	Family Care Homes/Half-way Homes	PR	Section 7.11	Counter to CORD
Residential-Group	Family Foster Homes	P		
Retail	Art Gallery	P		
Retail	Art Gallery – Owner Occupied	P		appropriate per Comp Plan
Retail	Artisan's Workshop < 3,000 sq. ft.	SR	Section 7.13	
Retail	Artisan's Workshop >3,000 sq. ft.	SR	Section 7.13	
Retail	Auction House	PR	Section 7.14	
Retail	Beach Recreation Equipment Rental/Sales	P		
Retail	Bicycle shop (repair, retail, rental)	P		
Retail	Convenience Store	P		

Recommendations - Zoning

Use Category	Use Type	Use	Supplemental Regulation	Notes
Retail	Firearms Sales and Service	P		
Retail	Food/Grocery Store	P		
Retail	Furniture Store	P		
Retail	General Retail	P		
Retail	Jewelry	PR		
Retail	Greenhouse/Plant Nursery	P		
Retail	Hardware Store	P		
Retail	Pet Shop/Dog Grooming	PR		
Retail	Pharmacy	P		
Retail	Production/Repair/Sales eyeglasses, Hearing Aids, Prosthetics	P		
Service	Automobile Repair	SR	Section 7.15	
Service	Bail Bonds	P		
Service	Banking Institution	P		
Service	Broadcasting Studios	P		
Service	Car Washes (automated and self service)	CS		
	Section 7.18		Section 7.73	
Service	Child Care Facility, Child Care Center	SR	Section 7.39	

Recommendations - Zoning

Use Category	Use Type	Use	Supplemental Regulation	Notes
Service	Dry Cleaners and Laundromats (pickup only)	P		
Service	Food Bank	SR		
Service	Fueling Station	SR		
Service	Funeral Home	P		
Service	Group Fitness-Aerobics/Dance/Karate/Yoga	P		Appropriate use in character area
Service	Hair Salon	P		
Service	Indoor Fitness/Gymnasium	P		
Service	Indoor Public Assembly	P		
Service	Locksmiths	P		
Service	Massage and Bodywork Therapy	PR	Section 7.21	
Service	Metaphysical Wellness Services	SR	Section 7.22	
Service	Parking Lots	P		
Service	Shoe Repair	P		
Service	Spa	P		
Service	Tailor	P		
Service	Taxi/Limousine	S		
Service	Telecommunications Sales and Service	P		

Recommendations - Zoning

Use Category	Use Type	Use	Supplemental Regulation	Notes
Service	Veterinary Clinic with Animal Boarding	SR	Section 7.21.1	
Service	Veterinary Clinic with no Animal Boarding	PR	Section 7.24.2	
Food Service	Coffee Shop/ Juice Bar	PR	Section 7.25	Mixed Use and restaurant appropriate per Comp Plan
Food Service	Ice Cream Shop	P		Mixed Use and restaurant appropriate per Comp Plan
Food Service	Food Truck	PR	Section 7.26	
Food Service	Microbreweries	SR	Section 7.27	
Food Service	Restaurant-Drive in	SR	Section 7.28	
Food Service	Restaurant-Neighborhood		Section 7.30	
Food Service	Restaurant- Sit Down		Section 7.31	
Food Service	Restaurant-Take Out			
Office	Building Contractor's Office	P		
Office	Professional Office,	P		
Commercial Mixed	Commercial with accessory residential	PR	Section 7.32, 7.33	

Recommendations - Zoning

Use Category	Use Type	Use	Supplemental Regulation	Notes
Commercial Mixed Uses	Group Development	S	Section 7.32	Comp Plan Supports in CORD
Commercial Mixed Uses	Mixed Use Development	SR	Section 7.32, 7.34	Comp Plan Supports in CORD
Commercial Mixed Uses	Multiple Principal Uses	SR	Section 7.32, 7.35	Comp Plan Supports in CORD
Commercial Mixed Uses	Shopping Center	SR	Section 7.32	Counter to CORD
Institutional	Adult Day Service Center	SR	Section 7.36	
Institutional	Colleges, Universities, Community Colleges	S	Section 7.37	
Institutional	Education and Research Facilities	S		appropriate per Comp Plan
Institutional	School	SR	Section 7.38	
Institutional	Municipally Operated Farmer's Market	P		
Institutional	Libraries	S		
Institutional	Museum	P		
Institutional	Nonprofit/ Community Outreach Center	P		

Recommendations - Zoning

Use Category	Use Type	Use	Supplemental Regulation	Notes
Institutional	Post Office	P		
Institutional	Private Club-house for 501©8 Frater-nal Beneficiary Societies as defined by the IRS	PR		
Institutional	Public Utility Facility	SR	Section 7.44	
Institutional	Religious Complex	SR	Section 7.45	
Institutional	Religious Complex w/ Accessory School/Day Care	SR	Section 7.45	
Medical	Alcohol & Drug Outpa-tient treatment	P		
Medical	Dialysis Cen-ter	P		
Medical	Medical Office	P		
Recreation	Bowling Alley	S		
Recreation	Community Garden	SR	Section 7.48	
Recreation	Fishing Pier	SR	Section 7.50	
Recreation	Indoor Enter-tainment	PR	Section 7.51	
Recreation	Public Beach/ Sound Access/ Bathhouse	P		
Recreation	Municipal Park	PR	Section 7.55	

Recommendations - Zoning

Use Category	Use Type	Use	Supplemental Regulation	Notes
Recreation	Skate Park Facility	SR	Section 7.56	
Recreation	Theater	P		Boutique Hotel type uses strongly supported per Comp Plan
Telecommunica-tions	Concealed Building mounted An-tenna Installed Flush to Roof-line	PR	Section 7.65	
Telecommunica-tions	Concealed Building mounted Antenna Not Installed Flush to Roofline	S		
Telecommunica-tions	Small Wireless Facilities	PR		
Warehouse/Light Industrial	Commercial Crop Produc-tion, Indoor	P		Counter to CORD
Warehouse/Light Industrial	Fine Craft and Folk Art Production	P		
Accessory Uses	Bulkhead/Es-tuarine Bulk-head	P		appropriate per Comp Plan
Accessory Uses	Customary Accessory Church Facil-ities	S		
Accessory Uses	Docking Facil-ity, Accessory to Restaurant	P	Section 7.73	

Recommendations - Zoning

Use Category	Use Type	Use	Supplemental Regulation	Notes
Accessory Uses	Electric Vehicle Battery Exchange Station	P	Section 7.16	
Accessory Uses	Garage	P		
Accessory Uses	Greenhouses	P		
Accessory Uses	On-site Rental of Beach Chairs & Umbrellas	PR	Section 7.75	
Accessory Uses				
Accessory Uses	Outdoor Stands- Accessory to Shopping Centers and Group Developments	PR	Section 7.76	Could add to more walkable/active street
Accessory Uses	Shed	P		
Accessory Uses	Solar Energy Facility, Accessory	P		
Accessory Uses	Swimming Pool	P		
Accessory Uses	Walls and Fences	PR	Section 7.78	
Accessory Uses	Wind Energy Facility, Rooftop	PR	Section 7.79.1	
Accessory Uses	Wind Energy Facility, Small	P		
Accessory Uses	Wind Energy Facility, Vertical Axis	P	Section 7.79.2	

Recommendations - Walkability

The Comprehensive Plan states at the beginning of the Whalebone Character Area Development Plan, "This area is envisioned to be a destination where people can park their car and enjoy exploring the surrounding area by foot or bike. This area is imagined as primarily commercial with a mix of retail and restaurant and a high degree of walkability." The plan then further elaborates in the Soundside Activity Node section of the Comprehensive Plan "Pedestrian connections between uses are strongly encouraged. And further, "Future development should work to increase bike and pedestrian connections from the Soundside to the Whalebone Junction Core and other residential areas to the north and south." Creating a pedestrian destination will help support outdoor recreation uses. Being able to park at Jennette's Pier or Whalebone Park in the south east or at the Soundside Event Site in the northwest and then seamlessly and safely allow people to walk from either activity node to the other would help support businesses and encourage more activity in the area. The linkage of activity nodes and improving the pedestrian experience are essential steps in accomplishing the development vision for the area as stated in the Comprehensive Plan.

Recommendations - Walkability

To create a more accessible, pedestrian friendly and welcoming environment, the town should focus on strengthening connections, enhancing the walking experience and supporting multi-modal accessibility.

Recommendation 2. Strengthen Key Connections:

- a) Improve the connection between the Soundside and Whalebone Activity Nodes to support seamless movement between destinations
- b) Improve connections to points north by completing the section of multi-use trail between Seachase Drive and Baymeadow Drive as planned

Recommendations - Walkability

Recommendation 3. Enhance the Walking Experience:

a) Implement strategies from the Beach Road Plan to make walking the area more engaging and comfortable, including:

- Public art, murals, sculptures, creative installations to add character and interest
- Vegetation/shade trees - provide shade and enhance aesthetics
- Temporary commercial/vendor stands - can activate pedestrian spaces.

b) Continue to support NCDOT funding the proposed access management project for US 158, which remains in the State Transportation Improvement Plan but is currently unfunded.

c) Reconsider/explore construction of the Soundside Boardwalk from the Outlets to the Soundside Event Site recommended in the Town's Parks and Recreation Plan:

- Helps support CORD businesses as a destination to park, walk and shop/play
- Encourages visitors to patronize multiple businesses in the CORD instead of driving to individual business

Existing, Planned and Proposed Pedestrian Connections in CORD



Public Art Examples

Public Art is a great way to engage the pedestrians and improve placemaking. Interactive art pieces are well liked and photographed. The Town could work with local artists through the Arts and Culture Committee to bring sculptures to the area as they have a history of doing in other areas of town. The Town has recently partnered Manteo High School's National Art Honor Society to paint an "Under the Sea" themed crosswalk on E. Bonnett Street near Dowdy Park and Nags Head Elementary School. This idea could be replicated somewhere within or near the CORD. The town has a variety of other successful examples of public art including:

- Dowdy Park Entrance Whale Ribs
- 8 art panels at beach accesses as part of art mast project
- One Love Mural at Dowdy Park
- Nature Loom at Town Park
- Painted Crosswalk at Bonnett and Memorial Avenue
- Chris Wheeler's murals at the Skatepark

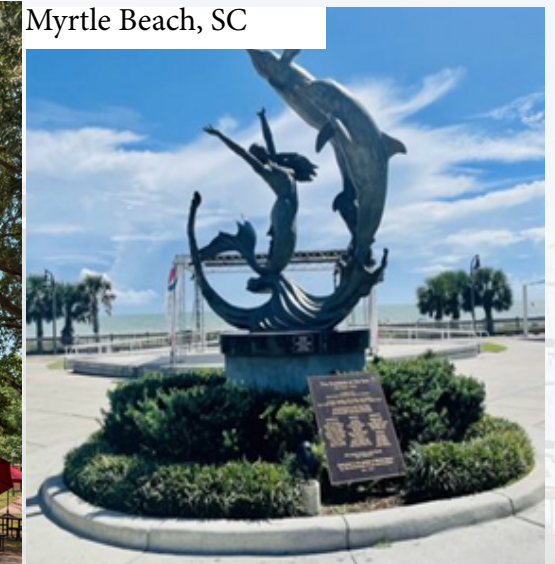
Nags Head, NC



Lake Norman, NC



Myrtle Beach, SC



Cagnes-Sur-Mer, French Riviera



Wilmington, NC





AGENDA ITEM SUMMARY

Town of Nags Head Planning Board

REGULAR SESSION: May 20, 2025

AGENDA ITEM H.2.

Planning & Development Directors Report, May 7th, 2025

Prepared by

Lily Nieberding, Permitting Coordinator

Reviewed by

Lily Nieberding

Lily Nieberding

Staff Comments/Recommendation

Please find attached a monthly update from Planning Director Kelly Wyatt.

Specific Action Requested

This item is provided for Board information and update.

Summary

This memo provides an overview of selected Planning and Development Department activities, projects, and initiatives. If requested, staff will be prepared to discuss any of this information in detail at the Board of Commissioners meeting on Wednesday, May 7, 2025.

Monthly Activity Report

Attached for the Board's review is the Planning and Development Monthly Report for March 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 April:

- Tuesday, April 1st - Technical Review Committee Meeting
- Wednesday, April 2nd - Board of Commissioners Meeting
- Wednesday, April 9th - Committee for Arts and Culture Meeting
- Thursday, April 10th - Board of Adjustment Meeting (no hearings scheduled)
- Tuesday, April 15th - Planning Board Meeting
- Wednesday, April 16th - Board of Commissioners mid-month meeting
- Wednesday, April 30th - Septic Health Advisory Committee Meeting
- Dowdy Park Winter Market - Saturday, April 12th from 9 a.m. - noon.

Planning Board - Pending Applications and Discussions

The Planning Board's most recent meeting was held on Tuesday, April 15, 2025. The following items were heard:

- Consideration of a map amendment to rezone the southernmost portion of the Nags Head Municipal Complex from R-3 (High-Density Residential) to SPD-C (Village at Nags Head) Institutional to resolve the existing split-zoning of the property. The Planning Board voted unanimously to recommend approval. This item will be on the Board of Commissioners' May 7th Consent Agenda.
- Consideration of a text amendment to Section 9.36, Table of Uses and Activities for the SPD-C District, to clarify and expand the list of allowable accessory uses associated with the "Municipal Building" use within

the Village Institutional zoning classification, in response to the proposed municipal complex rezoning. The Planning Board voted unanimously to recommend adoption, contingent upon approval of the rezoning. This item will be on the Board of Commissioners' May 7th Consent Agenda.

- Staff and the Planning Board continued their discussion of Action Item 2.2 from the Town's Strategic Plan, focusing on the review of allowable uses within the Commercial Outdoor Recreation Overlay District.
- Staff provided an update on the current legislative activity through the Town's Bill Tracking Report.

The Planning Board's next meeting is scheduled for Tuesday, May 20, 2025. The agenda is expected to include consideration of a Site Plan Amendment for the purpose of constructing a new employee fitness facility at Town Hall, located at 5401 S. Croatan Highway. Additionally, the Board will continue its discussion and evaluation of allowable uses within the Commercial Outdoor Recreation Overlay District, as outlined in Action Item 2.2 of the Strategic Plan.

Board of Adjustment – Recent and Pending Applications

There were no items brought before the Board of Adjustment in April 2025. However, a variance hearing is scheduled for Thursday, May 8, 2025, to consider a request to exceed the maximum lot coverage allowance to accommodate the placement of an above-ground pool and access stairs at 109 E. Lakeside Street, Nags Head.

Additional Updates

- DWMP/Septic Health Advisory Committee - The Septic Health Advisory Committee met on April 30, 2025. Staff provided a program update, noting that 108 septic tank inspections have been completed to date, 74 water credits have been issued, and 9 low-interest loans for septic system maintenance have been processed.

The committee discussed strategies to increase public engagement and outreach, particularly efforts to educate homeowners, property managers, and contractors about the importance and benefits of the Septic Health Program. In addition to Environmental Planner Conner Twiddy's presence at the Dowdy Park Farmers Markets, they discussed hosting an informal social event for contractors and residents to attend, requesting the Dare County Health Department as well as contractors have brochures to hand out to Nags Head customers. Staff also shared that a representative from OTT Hydromet will be on-site in the coming weeks to finalize the installation and calibration of four new water quality monitoring loggers.

Lastly, the committee reviewed and discussed the draft scope and framework for implementing the \$500,000 zero-interest loan awarded by the Division of Water Infrastructure. A brief presentation on this proposed program structure will be provided to the Board of Commissioners at their May 7, 2025, meeting.

- Estuarine Shoreline Management Plan - Geotechnical work and bathymetric data collection have been completed for the estuarine marsh stabilization projects along Villa Dunes Drive and W. Soundside Road. The town has received survey maps and a geotechnical report. Subaquatic vegetation (SAV) surveying is to take place between mid-May and mid-June. Residents have been mailed a notice giving them information with regard to the upcoming work planned. Once this assessment is complete, Coastal Hydrodynamic Modeling will be conducted, and the Town will receive the Basis of Design Report as part of the agreed-upon deliverables. The first community engagement workshop will be scheduled sometime in June or July 2025.

For the Harvey Estuarine Site/OBVB site, staff are finalizing the contract with NC Land and Water Fund for the \$500K funding awarded. McAdams has provided a scope of work for both design and construction. Due to rising material and installation costs, additional funding is needed to complete the project. Staff have recently applied for a Resilient Coastal Communities Program (RCCP) Phase 4 Grant and a National Fish and

Wildlife Foundation Grant to close the funding gap and deliver the project.

- Sand Relocation and Dune Management Cost Share Program - As of May 2, 2025, a total of \$180,000 in Dune Management Cost Share Program funding has been allocated to 80 approved applicants. The 2025 Sand Relocation Program season concluded on April 30th, with no additional equipment permitted on the beach beyond this date. Staff issued 200 Sand Relocation Authorizations, along with approximately 13 CAMA Exemptions for sand relocation activities that fell outside the program's standard parameters but were determined to be necessary. Several staff members are currently conducting final inspections and closing out completed sand relocation projects. Overall, staff reported a successful season with minimal compliance issues.
- Hargrove Street CAMA Access Grant - Staff have completed and submitted the pre-application for the Hargrove Street CAMA Access Grant, requesting \$400,000 in funding to support the construction of a new bathhouse and dune walkover. We expect to receive notification by early June regarding whether we have been invited to submit a full application.

- Planning Department 3rd Quarter Permit Turnaround

Month	Total Permits	Average Turnaround
January	68	2.4 days
February	80	2.75 days
March	95	2.5 days

- Dowdy Park Events/Farmers Market/Holiday Markets/Art & Culture - The Winter Markets have ended and, as in years past, were a great success. Many local residents expressed appreciation for the continued access to fresh goods during the off-season. Event Coordinator Paige Griffin is now fully focused on executing a full calendar of summer events. She will be joined this season by Emma Ortega, a rising senior at East Carolina University majoring in Hospitality Management with a concentration in Event Planning. While on summer break, Emma will assist Paige and gain valuable hands-on experience in her field. Yoga in the Park returns on May 6th and will be held every Tuesday through the end of September from 7:30 a.m. to 8:30 a.m. We extend our gratitude to Coastal Carolina Vacations and Sales for sponsoring this season's yoga sessions and to Kerry Sanders for coordinating the full schedule of instructors. Outer Banks Health is sponsoring a *Movie in the Park* on June 6th; more details will be announced soon. The Dowdy Park Farmers Market season kicks off on June 12th with 60 full-time vendors and three rotating vendor spaces. Finally, our summer concert highlight will feature Will Overman performing on June 18th at 6:30 p.m. at Dowdy Park.

Upcoming Meetings and Other Dates

- Tuesday, May 6th - Technical Review Committee Meeting
- Tuesday, May 6th - Meeting with OTT Hydromet on Water Quality Installation
- Wednesday, May 7th - Board of Commissioners Meeting
- Thursday, May 8th - Board of Adjustment Meeting - Schroeder Property Variance, 109 E. Lakeside Street
- Wednesday, May 14th - Committee for Arts and Culture Meeting (no May meeting)
- Tuesday, May 20th - Planning Board Meeting
- Wednesday, May 21st - Board of Commissioners mid-month meeting - Budget Workshop

Attachments

1. 5 F1 Planning Monthly Report

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

DATE SUBMITTED: April 7, 2025

	Mar-25	Mar-24	Feb-25	2024-2025 FISCAL YTD	2023-2024 FISCAL YTD	FISCAL YEAR INCREASE/ DECREASE
BUILDING PERMITS ISSUED - RESIDENTIAL						
New Single Family	2	2	1	15	13	2
New Single Family, 3000 sf or >	0	0	0	8	4	4
Duplex - New	0	0	0	0	1	(1)
Sub Total - New Residential	2	2	1	23	18	5
Miscellaneous (Total)	75	49	58	384	372	12
<i>Accessory Structure</i>	6	3	4	35	30	5
<i>Addition</i>	2	3	0	12	25	(13)
<i>Demolition</i>	0	0	0	5	5	0
<i>Move</i>	0	0	1	1	0	1
<i>Remodel</i>	15	18	12	84	92	(8)
<i>Repair</i>	52	25	41	247	220	27
Total Residential	77	51	59	407	390	17
BUILDING PERMITS ISSUED - COMMERCIAL						
Multi-Family - New	0	0	0	0	0	0
Motel/Hotel - New	0	0	0	1	0	1
Business/Govt/Other - New	0	0	0	1	0	1
Subtotal - New Commercial	0	0	0	2	0	2
Miscellaneous (Total)	10	9	12	63	63	0
<i>Accessory Structure</i>	4	3	6	21	24	(3)
<i>Addition</i>	0	0	0	0	0	0
<i>Demolition</i>	0	0	0	0	1	(1)
<i>Move</i>	0	0	0	0	0	0
<i>Remodel</i>	3	5	4	17	19	(2)
<i>Repair</i>	3	1	2	25	19	6
Total Commercial	10	9	12	65	63	2
Grand Total	87	60	71	472	453	19
SUB-CONTRACTOR PERMITS						
Electrical	64	62	54	427	424	3
Gas	2	2	0	14	29	(15)
Mechanical	38	40	32	284	264	20
Plumbing	6	14	9	84	100	(16)
Fire Sprinkler	0	0	1	1	3	(2)
VALUE						
New Single Family	\$1,220,000	\$1,915,500	\$200,000	\$6,906,157	\$7,592,995	(\$686,838)
New Single Family, 3000 sf or >	\$0	\$0	\$0	\$7,333,200	\$2,642,945	\$4,690,255
Duplex - New	\$0	\$0	\$0	\$0	\$711,000	(\$711,000)
Misc (Total Residential)	\$1,720,070	\$1,726,871	\$1,294,738	\$12,645,802	\$14,147,156	(\$1,501,354)
Sub Total Residential	\$2,940,070	\$3,642,371	\$1,494,738	\$26,885,159	\$25,094,096	\$1,791,063
Multi-Family - New	\$0	\$0	\$0	\$0	\$0	\$0
Motel/Hotel - New	\$0	\$0	\$0	\$18,000,000	\$0	\$18,000,000
Business/Govt/Other - New	\$0	\$0	\$0	\$1,400,000	\$0	\$1,400,000
Misc (Total Commercial)	\$1,059,420	\$829,926	\$534,838	\$3,994,855	\$4,041,563	(\$46,708)
Sub Total Commercial	\$1,059,420	\$829,926	\$534,838	\$23,394,855	\$4,041,563	\$19,353,292
Grand Total	\$3,999,490	\$4,472,297	\$2,029,576	\$50,280,014	\$29,135,659	\$21,144,355

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MARCH 2025**

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	Mar-25	Mar-24	Feb-25	2024-2025 FISCAL YTD	2023-2024 FISCAL YTD	FISCAL YEAR INCREASE/ DECREASE
ZONING						
Zoning Permits	85	64	72	489	494	(5)
Soil & Erosion	2	1	1	27	16	N/A
Stormwater Plans	2	6	0	17	28	N/A
CAMA						
CAMA LPO Permits	3	5	2	16	30	(14)
CAMA LPO Exemptions	16	13	7	59	50	0
Sand Relocations	75	67	31	191	250	N/A
CODE COMPLIANCE						
Cases Investigated	48	25	36	269	248	21
Warnings	9	4	10	36	28	8
NOVs Issued	23	20	26	214	216	(2)
Civil Citations (#)	0	0	0	0	1	(1)
Civil Citations (\$)	\$0	\$0	\$0	\$0	\$0	\$0
SEPTIC HEALTH						
Tanks inspected	20	10	12	94	86	8
Tanks pumped	7	10	13	61	95	(34)
Water quality sites tested	2	2	1	116	69	47
Personnel Hours in Training/School	32	44	30	284	319	(35)


 Kelly Wyatt, Planning Director