



Pender County

Agenda

Planning Board Meeting

Tuesday, March 2, 2021 @ 7:00 PM
Pender County Public Assembly Room

	Presenter	Page
1. CALL TO ORDER		
2. ROLL CALL		
3. INVOCATION		
4. PLEDGE OF ALLEGIANCE		
5. ADOPTION OF AGENDA		
6. ADOPTION OF MINUTES		
6.1. Planning Board Minutes for February 02, 2021 Meeting Planning Board Minutes February 02, 2021 - Pdf		3 - 11
7. PRESENTATIONS		
8. PUBLIC COMMENT		
9. PUBLIC HEARINGS		
9.1. MDP-R 2020-26 MDP-R 2020-26 - Pdf		13 - 68
9.2. MDP-R 2021-28 MDP-R 2021-28 - Pdf		69 - 90
9.3. ZTA 2021-12 ZTA 2021-12 - Pdf		91 - 101
10. DISCUSSION		
11. NEXT MEETING DATE April 06, 2021 at 7:00 PM 805 South Walker Street Burgaw, NC 28425		
12. ADJOURNMENT		



Pender County
Planning Board Minutes for February 02,
2021

TO: Planning Board
FROM: Travis Henley
DATE: March 2, 2021
SUBJECT: Planning Board Minutes for February 02, 2021 Meeting

SUMMARY:

Planning Board Minutes for February 02, 2021 Meeting

ACTION REQUESTED:

Approve minutes from the February 02, 2021 Planning Board Meeting



MINUTES
Planning Board Meeting
Tuesday, February 2, 2021
15060 US Highway 17/Hampstead Annex
7:00 PM

MEMBERS PRESENT: Theatrice McClammy
 Delva Jordan
 Jeff Beaudoin
 Damien Buchanan
 John Gruntfest
 Jeffrey Pitts
 Norman K. (Ken) Teachey

MEMBERS ABSENT:

OTHERS PRESENT: Travis Henley, Planning Director
 Tera Cline, Administrative Assistant
 Other Staff and Members of the Public.

1 CALL TO ORDER

Chairman called the meeting to order at 7:00 PM.

2 ROLL CALL

3 INVOCATION

4 PLEDGE OF ALLEGIANCE

5 ADOPTION OF AGENDA

Moved by Damien Buchanan, seconded by Jeff Beaudoin

Agenda approved.

	For	Against	Abstained	Absent
Theatrice McClammy	x			
Delva Jordan	x			
Jeff Beaudoin	x			
Damien Buchanan	x			

John Gruntfest	x			
Jeffrey Pitts	x			
Norman K. (Ken) Teachey	x			
	7	0	0	0

CARRIED.

6 ADOPTION OF MINUTES

Moved by Damien Buchanan, seconded by Jeffrey Pitts

Minutes approved.

	For	Against	Abstained	Absent
Theatrice McClammy	x			
Delva Jordan	x			
Jeff Beaudoin	x			
Damien Buchanan	x			
John Gruntfest	x			
Jeffrey Pitts	x			
Norman K. (Ken) Teachey	x			
	7	0	0	0

CARRIED.

7 PUBLIC COMMENT

8 PUBLIC HEARINGS

a) MDP-R 2020-26

Signature Top Sail NC, Ltd., applicant and owner, and also on behalf of CapstoneVentures LLC. and Ruth C. Kalmar, owners, is requesting a revision to the previously approved Master Development Plan for the mixed-use development known as Wyndwater. Specifically, this request is to modify the existing residential and non-residential acreages within the development, provide certainty as to allowable uses in Phase 5, and establish Phase 11 as seventy-six (76) townhome units. The subject properties are approximately ±234.28 acres. The property is located to the east of US HWY 17, north of Doral Drive (SR 1693), west of Sloop Point Loop Road (SR 1563), and south of the Cardinal Acres Lane (private) in the Topsail Township. The properties may be further identified by Pender County PIN(s): 4204-84-9111-0000; 4214-50-8387-

0000; 4213-59-0181-0000; 4214-31-5745-0000; 4204-75-9493-0000;
and 4204-85-1358-0000.

Travis Henley, Director, presented the request on behalf of applicant. He went over the specific revision the applicant is requesting. Mr. Henley also gave a brief history on the Wyndwater development. He further explained that the only phases open for discussion at this time are phases 5 and phases 11 of the Wyndwater project. He gave a brief overview of the conditions of approval.

The planning board discussed collector roads and the original development plan with Mr. Henley. The board discussed with the director storm water management plan, buffers and, surrounding roads and properties. The board also discussed significant trees and clarification on original density numbers and proposed density numbers.

Harold Ballitch, 307 Rudden Court, requested information on phase 7. Mr. Henley explained that phase 7 was not included in this revision request and would not be approved without another public hearing, etc.

Marto Pinierio, 614 Galley Court, requested to know how many units would be included in each townhome and also had questions in regards to retaining ponds, slabs, and width of roads.

William Spence, 330 Topsail Plantation, expressed to the board his concerns with traffic.

Al Burfield, 353 Topsail Plantation, expressed to the board his concerns about what impact the development will have on his septic system and drain water. Requested to know who is responsible of maintaining Topsail Plantation road once the development is complete. He also brought up that the traffic analysis report needed to be updated to current traffic numbers.

The board requested Mr. Mike Pollock, developer, step back up to address questions. He stated the homes would be placed on slabs, said the roads will be built to all specifications that are required. The board asked Mr. Pollock if there was a legal easement in regards to Topsail Plantation Drive. He stated he believed there was and the development portion of the road would be turned over to NC Department of Transportation.

The Planning Board brought up in discussion the concern of the AO floodplain running through some of the parcel and what that impact might be. The board questioned possibly using some low impact storm

water development practices or possibly rain guards.

The applicant approached the board and explained that under the new flood maps that certain area up for discussion is not showing in a flood plain. He also stated that they were not at the stage in the development to agree to a different storm water system. Garry Pape, engineer with GSP Engineering working on the project, spoke to the board and stated that there certainly could be more discussion on a different system and possibly rain guards but felt with what they are proposing now following all codes and adhering to all county and state requirements that it will work. The applicant stated that he has no problem keeping anyone involved with the project in the loop in regards to findings etc., throughout the development process.

The Chairman recommended not approving at this time and give the applicant some time to continue the dialogue with staff in regards to the board's concerns.

Mr. Henley, Director, agreed that discussions could take place with the applicant in regards to the boards concerns and be brought back to the next meeting if that is what the board directs.

Trey Thurman, County Attorney, explained that since the public hearing for this case has been closed then all that would need to be continued to the next meeting would be the boards discussion on what staff and the applicant have discussed.

The board requested a continuance on this matter, so that staff and the applicant could discuss the townhomes parcel density and storm water runoff system.

Motion made to continue discussion until the March 02, 2021 Planning Board Meeting.

Moved by Damien Buchanan, seconded by Delva Jordan

Continued to March 02, 2021 Planning Board Meeting

	For	Against	Abstained	Absent
Theatrice McClammy	x			
Delva Jordan	x			
Jeff Beaudoin	x			

Damien Buchanan	x			
John Gruntfest	x			
Jeffrey Pitts	x			
Norman K. (Ken) Teachey	x			
	7	0	0	0

CARRIED.

b) REZONE 2020-19

Chris & Vickie Jones, applicants, on behalf of PH **Lanco** Inc, owner, is requesting approval of a Conditional Zoning Map Amendment of one (1) tract totaling approximately ±8.42 acres from PD, Planned Development zoning district to CZ-1, Conditional Zoning district 1 to allow for boat sales and service (NAICS 441222), recreational vehicle storage (NAICS 531130), and storage of boats and watercraft outdoors or on dry stack structures. The subject property is located in the Topsail Township at the intersection of US HWY 17 and Pinnacle Parkway (Private), to the west of US HWY 17 and to the south of Pinnacle Parkway, and may be further identified by Pender County PIN: 4204-65-5211-0000.

Sam Shore, Planner II, presented a brief overview of the request to include information on flood areas, storm water drainage system and traffic. He also gave a brief history on the parcel and an overview of the public input meeting. Sam Shore also reviewed the three mutually agreed upon conditions and conditions not mutually agreed upon by the applicant.

The board asked Sam Shore to repeat what the three conditions were that were not agreed upon by the applicant. Mr. Shore again read the conditions.

The board also requested to know the state and county storm water requirement. The board also had a brief discussion with staff and the director about right of ways and road maintenance of Pinnacle parkway as well as the history of rezoning for this parcel. The board questioned fuel storage and containment as well.

Daniel Adams, Flood Plain Administrator, was asked by the board to explain the different types of flood plains located on this parcel.

Bryce Morrison, Cape Fear Commercial, addressed the board representing the applicants.

The board requested Mr. Morrison to address the three conditions that were not agreed upon. He gave a brief overview of why the applicant was not agreeing with the conditions. The board and Mr. Morrison also discussed traffic impact.

There was open discussion by the board and Travis Henley and the applicant representative in regards to conditions and plans for the site.

The Chairman opened the floor for a motion. Motion for approval was made based on the following three conditions:

1. Unless and until Pinnacle Parkway is accepted for maintenance by the North Carolina Department of Transportation, or other public entity, the applicant and its successors, assigns and Grantees shall be responsible for payments for maintenance and repair of the roadway based on the ratio of usage and the cause for the need for repair and maintenance to the Pinnacle Ridge HOA or successor entity with responsibility for road maintenance.
2. No structures shall be constructed in a Special Flood Hazard Area as illustrated on the 2007 effective flood maps (Panel 3720329300J) or the 2014 preliminary flood maps (Panel 3720420400K).
3. The applicant shall construct a 5' sidewalk along the property boundary with US Hwy 17.

Moved by Jeffrey Pitts, seconded by Delva Jordan

Motion Defeated

	For	Against	Abstained	Absent
Theatrice McClammy		x		
Delva Jordan	x			
Jeff Beaudoin	x			
Damien Buchanan		x		
John Gruntest		x		
Jeffrey Pitts	x			
Norman K. (Ken) Teachey		x		
	3	4	0	0

DEFEATED.

Moved by Damien Buchanan, seconded by Norman K. (Ken) Teachey

Second motion made to include the following additional conditions:

1. Unless and until Pinnacle Parkway is accepted for maintenance by the North Carolina Department of Transportation, or other public entity, the applicant and its successors, assigns and Grantees shall be responsible for payments for maintenance and repair of the roadway based on the ratio of usage and the cause for the need for repair and maintenance to the Pinnacle Ridge HOA or successor entity with responsibility for road maintenance.

2. No structures shall be constructed in a Special Flood Hazard Area as illustrated on the 2007 effective flood maps (Panel 3720329300J) or the 2014 preliminary flood maps (Panel 3720420400K).

3. The applicant shall construct a 5' sidewalk along the property boundary with US Hwy 17. .

4. The applicant shall place wetlands on the property under permanent conservation easement.

5. The site shall be designed, constructed, and certified by a qualified engineer to meet the standards of Section 7.14 Low Impact Development of the Pender County Unified Development Ordinance.

	For	Against	Abstained	Absent
Theatrice McClammy	x			
Delva Jordan		x		
Jeff Beaudoin	x			
Damien Buchanan	x			
John Gruntfest	x			
Jeffrey Pitts		x		
Norman K. (Ken) Teachey	x			
	5	2	0	0

CARRIED.

9 DISCUSSION

The board discussed the next meeting date and social distancing etc. The director updated the board on possibly using another location for bigger meetings and public input meetings as well.

10 NEXT MEETING DATE

March 2, 2021 Work Session to begin at 6:00 PM and Planning Board Meeting
at 7:00 PM
Pender County Public Assembly Room
805 N. Walker St, Burgaw NC

11 ADJOURNMENT

Chairman adjourned meeting at 10: 28 PM



Pender County MDP-R 2020-26

TO: Planning Board
FROM: Travis Henley
DATE: March 2, 2021
SUBJECT: MDP-R 2020-26

SUMMARY:

Signature Top Sail NC, Ltd., applicant and owner, and also on behalf of Capstone Ventures LLC. and Ruth C. Kalmar, owners, is requesting a revision to the previously approved Master Development Plan for the mixed-use development known as Wyndwater. Specifically, this request is to modify the existing residential and non-residential acreages within the development, provide certainty as to allowable uses in Phase 5, and establish Phase 11 as seventy-six (76) townhome units. The subject properties are approximately ±234.28 acres. The property is located to the east of US HWY 17, north of Doral Drive (SR 1693), west of Sloop Point Loop Road (SR 1563), and south of the Cardinal Acres Lane (private) in the Topsail Township. The properties may be further identified by Pender County PIN(s): 4204-84-9111-0000; 4214-50-8387-0000; 4213-59-0181-0000; 4214-31-5745-0000; 4204-75-9493-0000; and 4204-85-1358-0000.

ACTION REQUESTED:

To hold a Public Hearing and consider the Master Development Plan revision.

ATTACHMENTS:

1. MDP-R 2020-26 March Addendum
2. MDP-R 2020-26 Staff Report
3. MDP-R 2020-26 Case History 01272021
4. MDP-R 2020-26 Narrative
5. MDP-R 2020-26 Phase Map
6. MDP-R 2020-26 Site Plan Round 2
7. MDP-R 2020-26 Application
8. MDP-R 2020-26 Applicants Report
9. MDP-R 2020-26 TRC Addressing
10. MDP-R 2020-26 TRC EH

11. MDP-R 2020-26 TRC Floodplain
12. MDP-R 2020-26 TRC NCDOT

SUMMARY:

Hearing Date: February 2, 2021 Planning Board, tabled
March 2, 2021 Planning Board
Applicant: Signature Top Sail NC, Ltd.
Property Owner: Signature Top Sail NC, LTD, Capstone Ventures LLC., and Ruth C. Kalmar Lewis
Case Number: MDP-R 2020-26

Development Proposal: Signature Top Sail NC, Ltd., applicant and owner, and also on behalf of Capstone Ventures LLC. and Ruth C. Kalmar, owners, is requesting a revision to the previously approved Master Development Plan for the mixed-use development known as Wyndwater. Specifically, this request is to modify the existing residential and non-residential acreages within the development, provide certainty as to allowable uses in Phase 5, and establish Phase 11 as seventy-six (76) townhome units.

Property Record Number, Acreage, and Location: The subject properties are approximately ±234.28 acres. The property is located to the east of US HWY 17, north of Doral Drive (SR 1693), west of Sloop Point Loop Road (SR 1563), and south of the Cardinal Acres Lane (private) in the Topsail Township. The properties may be further identified by Pender County PIN(s): 4204-84-9111-0000; 4214-50-8387-0000; 4213-59-0181-0000; 4214-31-5745-0000; 4204-75-9493-0000; and 4204-85-1358-0000.

Zoning District of Property: The subject property is zoned PD, Planned Development zoning district.

RECOMMENDATION

Planning Staff is submitting the proposal for Planning Board disposition. The request was found to be consistent with one goal, one objective, and three policies within the Pender 2.0 Comprehensive Land Use Plan, and was also found to be generally consistent with the Future Land Use Map within said plan. The request is also consistent with other approved planning documents including the Pender County Unified Development Ordinance as well as previous approvals for the Wyndwater Master Development Plan. Therefore, Planning Staff conditionally recommends the approval of the Master Development Plan Revision for Wyndwater as outlined in this report. All future changes or modifications to the Wyndwater Master Development Plan are subject to additional Planning Board review and conditional approval.

CASE HISTORY

At their February 2, 2021 meeting, the Pender County Planning Board voted to table the request to the March 2, 2021 meeting to allow Staff and the applicant time to consider items related to density and stormwater. This addendum serves to briefly touch on these items. The applicant will provide a presentation on these items as well.

Residential Units

Upon further review, the existing approved residential unit figures were unclear in the previous report. At this time, Wyndwater is approved for 472 single-family detached units (both conventional and zero-lot-line) and 57 townhomes, for a total unit count of 529 units. The proposed Master Development Plan revision would revise these numbers to be 453 single family detached units (conventional and zero-lot-line) and 76 townhomes. Based on this submittal, all townhome units would be allocated to Phase 11. Establishing townhome units on any other phases or pieces of property would require a Master Development Plan Revision to be reviewed and approved by the Planning Board.

Stormwater

Based on conversations with the applicant, the applicant is proposing a stormwater retention standard that meets the requirements of the Unified Development Ordinance. The total impervious surfaces created by Phase 11 is unknown at this time; however, by virtue of the standards of our Ordinance as well as those from NCDEQ Stormwater Division, these figures will be evaluated at the time of Major Site Development Plan or Preliminary Plat submittal and review. The applicant intends to provide a presentation regarding their analysis of stormwater control mechanisms in the area at large, including mechanisms intended to serve Topsail Greens and the homes along Topsail Plantation Drive.

Conditions of Approval

As a reminder, in addition to all previous conditions approved for Wyndwater, the applicant has agreed to the following conditions which will be applicable to all future phases of the Master Development Plan:

- All subsequent phases of the Wyndwater Master Development Plan that have not received an approved Preliminary Plat or Major Site Development Plan as of February 2, 2021 shall provide sidewalks or other equivalent pedestrian infrastructure along at least one side of every right-of-way or drive aisle within those phases.
- All subsequent phases of the Wyndwater Master Development Plan that have not received an approved Preliminary Plat or Major Site Development Plan as of February 2, 2021 shall be held to a significant tree mitigation factor of 4:1 (for every significant tree removed, four of the same species shall be planted). Significant trees to be kept shall be shown on Preliminary Plats or Major Site Development Plans and fenced prior to approval of those documents. Fencing shall not be removed until all construction on-site is complete.

**PLANNING STAFF REPORT
MASTER DEVELOPMENT PLAN REVISION**

SUMMARY:

Hearing Date: February 2, 2021 Planning Board
Applicant: Signature Top Sail NC, Ltd.
Property Owner: Signature Top Sail NC, LTD, Capstone Ventures LLC., and Ruth C. Kalmar Lewis
Case Number: MDP-R 2020-26

Development Proposal: Signature Top Sail NC, Ltd., applicant and owner, and also on behalf of Capstone Ventures LLC. and Ruth C. Kalmar, owners, is requesting a revision to the previously approved Master Development Plan for the mixed-use development known as Wyndwater. Specifically, this request is to modify the existing residential and non-residential acreages within the development, provide certainty as to allowable uses in Phase 5, and establish Phase 11 as seventy-six (76) townhome units.

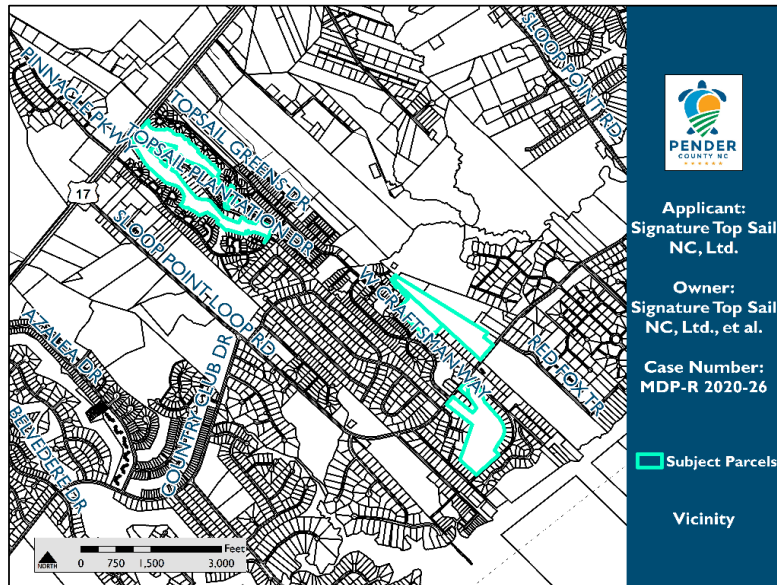
Property Record Number, Acreage, and Location:

The subject properties are approximately ±234.28 acres. The property is located to the east of US HWY 17, north of Doral Drive (SR 1693), west of Sloop Point Loop Road (SR 1563), and south of the Cardinal Acres Lane (private) in the Topsail Township. The properties may be further identified by Pender County PIN(s): 4204-84-9111-0000; 4214-50-8387-0000; 4213-59-0181-0000; 4214-31-5745-0000; 4204-75-9493-0000; and 4204-85-1358-0000.

Zoning District of Property: The subject property is zoned PD, Planned Development zoning district.

RECOMMENDATION

Planning Staff is submitting the proposal for Planning Board disposition. The request was found to be consistent with one goal, one objective, and three policies within the Pender 2.0 Comprehensive Land Use Plan, and was also found to be generally consistent with the Future Land Use Map within said plan. The request is also consistent with other approved planning documents including the Pender County Unified Development Ordinance as well as previous approvals for the Wyndwater Master Development Plan. Therefore, Planning Staff conditionally recommends the approval of the Master Development Plan Revision for Wyndwater as outlined in this report. All future changes or modifications to the Wyndwater Master Development Plan are subject to additional Planning Board review and conditional approval.

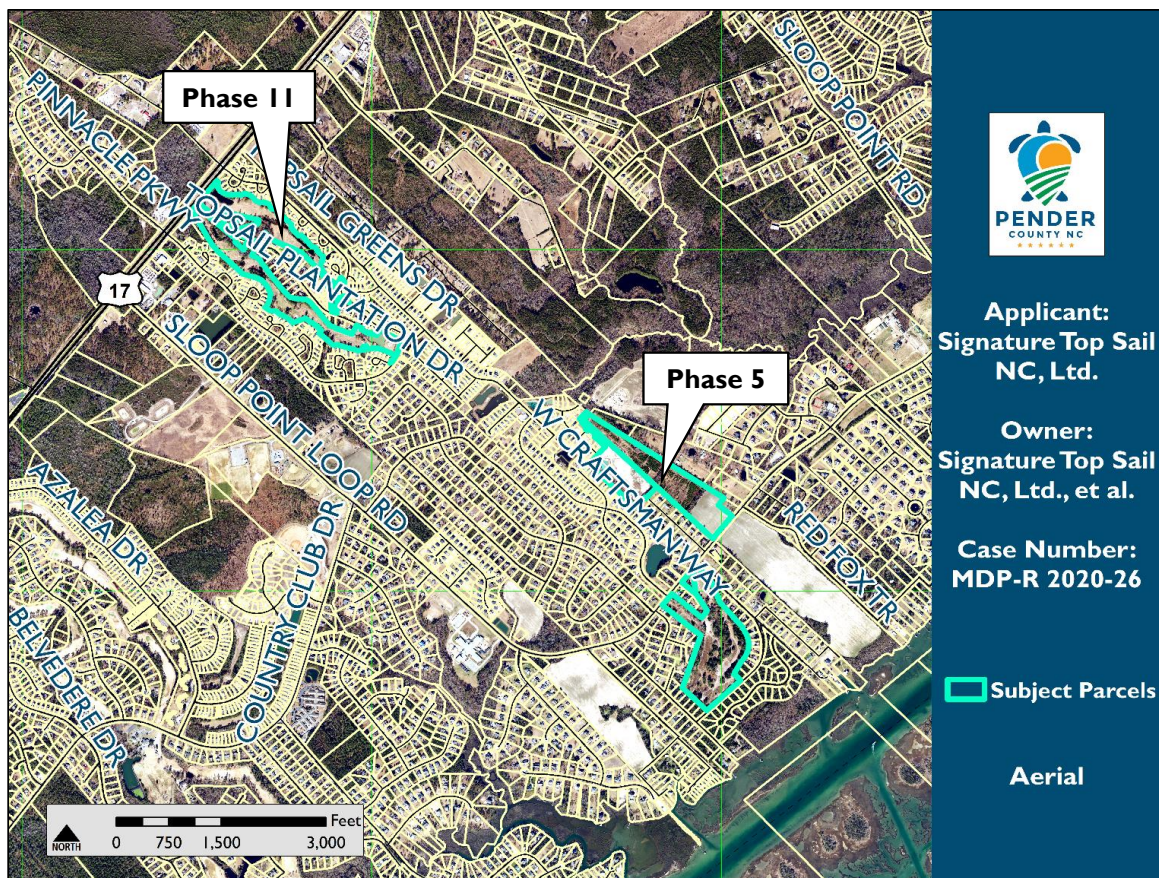


PROJECT DESCRIPTION

Master Development Plan Revision and History

In accordance with standards of the PD, Planned Development zoning district as laid out in the Pender County Unified Development Ordinance, Master Development Plans within this zoning district shall be subject to the review and approval of the Pender County Planning Board. In addition, major modifications to previously approved Master Development Plans shall also be subject to the review and approval of the Planning Board.

The Master Development Plan known as Wyndwater has been subject to a number of revisions over the course of its existence (see Attachment 1 for a history of the project). As it currently exists, the Master Development Plan of Wyndwater includes approximately ± 234.28 acres, a significant number of which have already been developed or are in the process of being developed. Within Wyndwater, Phases 1, 2, 3, 6, 8, and 9 have received Final Plat approval and are entirely or mostly built out. A portion of Phase 4 has received Final Plat approval as well. The overall Master Development Plan is approved to include 529 units.



The proposal as outlined in this report does not seek to expand the previously-approved acreage or unit allowance within the Master Development Plan. Rather, the proposed Master Development Plan Revision seeks to allocate uses and unit counts to the remaining phases of the project, as well as provide additional clarity as to the infrastructure within the remaining phases. Specifically, the Master Development Plan Revision proposal seeks approval for the following:

- Phase 5 (Pender County PIN 4214-50-8387-0000): Remove a previously approved alternative design roadway and revert to a traditional right-of-way design, modify stormwater layout, and certify phase as sixty-three (63) single-family detached residential units. Phase 5 is located to the east of Phase 4 and includes a second entrance to the Wyndwater community from Sloop Point Loop Road.
- Phase 11 (northern portion of Pender County PIN 4204-84-9111-0000, as well as Pender County PINs 4204-75-9493-0000 and 4204-85-1358-0000): Slightly lessen non-residential acreage present to the north of Topsail Plantation Drive and establish residential uses as seventy-six (76) townhome units. Phase 11 is to the north of Topsail Plantation Drive, south of Topsail Greens Drive, and directly east of US HWY 17.

In addition, the proposed Master Development Plan designates the southern portion of Pender County PIN 4204-84-9111-0000 as Phase 7 and slates it for future development. The proposed revision outlined in this report fully allocates the five-hundred and twenty-nine (529) previously approved residential units for the development into the above-listed phases as well as those that already exist. Phase 7 is also designated for townhomes on the Master Development Plan Revision, though no residential units are allocated to Phase 7. Therefore, future development of townhomes within Phase 7 shall require a further Master Development Plan Revision to increase the number of units allowable within the Master Development Plan from 529 units, subject to review and approval by the Planning Board in addition to Planning Staff.

Furthermore, Phase 10 (Pender County PIN 4213-59-0181-0000) is also proposed for future development as well. Currently, residential units are to be a mixture of townhomes (Phase 10A) at the southeastern corner of Sloop Point Loop Road (SR 1565) and Roberts Road (private), with single-family detached units (Phase 10B) along proposed private rights-of-way. Phase 10 is located to the east of Sloop Point Loop Road, directly across from the existing entrance to Phase 1 of Wyndwater (Craftsman Way) and is to the south of Roberts Road (private) and west of Oak Circle (private). This parcel has received different phase numbers in past approvals. Phase 10 is not shown to the level of detail required by the Unified Development Ordinance and shall require a subsequent Master Development Plan revision at such time the parcel is intended to be developed.

Finally, the Master Development Plan revision does slightly modify the non-residential acreage of the overall project. Per Section 4.8 of the Unified Development Ordinance, Master Development Plans in the PD, Planned Development zoning district of a size greater than 100 acres must include a mixture of residential and non-residential uses. This proposed revision is consistent with this section. At this time, the exact uses of non-residential acreage along US HWY 17 to the north and south of Topsail Plantation Drive remain unclear. Development of these areas shall require subsequent Planning Board review and approval of proposed uses through an additional Master Development Plan Revision or Revisions.

The majority of the remainder of this report covers Phases 5 and 11, which are described in enough detail to be developed following Planning Board approval of the proposal without additional revisions to the Wyndwater Master Development Plan.

Roadways

The applicant is proposing a mixture of public and private roadways in Phases 5 and 11.

Public Roadways

Phase 5 shall include one public right-of-way, extending the existing Sailor Sky Way in an easterly direction to connect to Sloop Point Loop Road (SR 1565). In addition, the currently private Topsail Plantation Drive is shown as continuing to be a private roadway in this proposal. However, standards of the Unified Development Ordinance as well as the Pender County Collector Street Plan shall require the portion of Topsail Plantation Drive

included in Phase 11 to be designated as a public right-of-way and turned over to NCDOT upon the buildout of the Phase.

Private Roadways

Per Section 7.5.3, all designated private streets are required to be designed and constructed in compliance with the current NCDOT Subdivision Roads Minimum Construction Standards manual. The townhomes within Phase 11 shall be served by private drive aisles instead of roadways, some of which will also serve future commercial development along US HWY 17 as well. This is in conformance with the Pender County Unified Development Ordinance in the context of a townhome submittal as a Major Site Development Plan. These roadways will be reevaluated at the point of Preliminary Plat and/or Major Site Development Plan submittal.

Connectivity and Access

According to Section 4.8.1.E, the PD, Planned Development zoning district requires reasonable access to be provided to adjacent properties for development. Adequate connections to adjacent parcels will promote interconnectivity and build road networks throughout the County. Per Section 7.5.3.C.5, these roadways are required to be designated as public when connected to adjacent parcels. Phase 5 provides a public roadway connection between under-construction Phase 4 and Sloop Point Loop Road. Phase 11 intends to utilize a private drive-aisle for access to proposed Townhomes via Topsail Plantation Drive. The design of the existing Topsail Greens subdivision, particularly those lots along Topsail Greens Drive and along the eastern portion of Topsail Plantation Drive, does not permit additional access points to be established to Phase 11 from Topsail Greens Drive or points west on Topsail Plantation Drive.

Pedestrian Access

Per Section 4.8.1.E.2 pedestrian-oriented communities are encouraged to maximize the opportunity for pedestrian activity and improve the quality of the pedestrian experience. Many existing phases of Wyndwater include pedestrian facilities. The applicant has not specified whether or not Phases 5, 10, and 11 will include pedestrian facilities.

Sidewalks and other pedestrian facilities create an opportunity for increased pedestrian activity and provide pedestrian flow to each of the active open space areas. This provides a safe and usable pedestrian route between open spaces. As such, staff propose an additional condition of approval that all roadways or drive-aisles within all subsequent phases of the development, including Phases 5 and 11, shall include sidewalks on at least one side (see Conditions of Approval section later in this report).

Traffic

A Traffic Impact Analysis has previously been reviewed and approved for 529 units, with various roadway improvements required at various stages of the buildout of the development. Review of these improvements occurs as each new phase is brought forward in coordination with NCDOT and the WMPO and may require an update to the approved TIA at that point. Technical Review Committee comments received from NCDOT suggested that an update to the TIA may be required in accordance with this Master Development Plan revision – were an update to be required, the Master Development Plan shall not receive staff approval prior to its completion. Additional units or other further revisions to the Master Development Plan shall also require an update to the Wyndwater TIA.

Density

The Wyndwater Master Development Plan has added additional land over time, and as such the overall density calculation has fluctuated over time. Generally, the approved residential density has been around 3 units per acre over the course of the Master Development Plan's existence. Previous approvals of the Master Development Plan included 529 units overall, which is not proposed to change via this submittal. As such, the density shown at right is consistent with previous approvals. The standards of the PD, Planned Development zoning district at the time of Wyndwater's initial approval included a maximum of 5 units per acre for development within that zoning district, and the Comprehensive Land Use Plan adopted by the County at that time also recommended a density maximum of 5 units per acre in this location as well. While both the standards of the Unified Development Ordinance, as well as the adopted Comprehensive Land Use Plan have changed since that original approval, the Wyndwater Master Development Plan as proposed remains consistent with the standards and guidance that existed at the time it was established.

Total Acreage	234.28
Non-Residential Acreage	2.92
Wetlands Acreage	8.09
Right-of-Way Acreage	23.98
Required Open Space Acreage	15.87
Required Active	7.94
Required Passive	7.94
Total Units	529
<i>Developable Land</i>	191.51
<i>Net Density</i>	2.76

Open Space

The Wyndwater Master Development Plan has expanded in acreage multiple times over the course of previous approvals. As such, the proposal conflicts with Section 7.6.1.E.1 of Pender County Unified Development Ordinance with regard to open space: per Section 7.6.1.E.1, the dedicated [open space] land shall form a single parcel of land, whether the subdivision is developed in phases or sections, except where it is determined by the appropriate governing body, that two (2) or more parcels would be in the best interests of the residents of the subdivision and the public; and in such case, the appropriate governing body, may require that such parcels be connected.

The Wyndwater open spaces do not connect due to the applicant acquiring additional pieces of property throughout the Master Development Plan's multiple revisions. As the applicant completes the infill development, the open spaces become better connected throughout the Master Development Plan using sidewalks and pedestrian easements. The proposed 27.8 acres of open space is in compliance with Section 7.6.1.C, which requires 0.03 acres per dwelling unit. All recreational unit requirements have been fulfilled at this time.

Open Space Type	Phase Required (acres)	Proposed (acres)
Passive	7.94	8.10
Active	7.94	19.70
Total	15.88	27.80

Services (Wastewater/Water)

An Intent to Service Letter was provided by the applicant on behalf of Pluris Hampstead, LLC and Pender County Utilities during a previous approval process for the September 2016 MDP revision. No additional density has been added to this revision and no further action is required. Coordination with Pender County Utilities and Pluris Hampstead, LLC shall continue as individual phases are brought forward for review and approval by Planning Staff and the Technical Review Committee.

Environmental Concerns

Wetlands

Any development within designated wetland areas is subject to the permit requirements of Section 404 of the Clean Water Act. The National Wetlands Inventory indicates that wetlands may be located within the subject property. A Jurisdictional Determination of the wetlands has not been submitted for the phases included in this revision. Such a determination, as well as impact permits if any wetlands impacts are proposed, shall be required prior to the Staff approval of the Preliminary Plat or Major Site Development Plan

Flood

A portion of the subject property (PIN 4204-84-9111-0000) located directly east of US HWY 17 is located within the "Approximate Zone A" Special Flood Hazard Area, according to the 2007 Flood Insurance Rate Map (FIRM) Map Number 3720420400J. This was the established flood zone at the time of the original Master Development Plan approval, and construction standards in the Approximate Zone A would require elevation of structures within it at an elevation of 2' about highest adjacent grade (HAG). However, preliminary FIRMs are available for public review but not yet adopted, on which the amount of the parcel shown to be in the Special Flood Hazard Area is reduced and is within "Zone AO," which is a 1% annual-chance floodplain (also known as 100-year floodplain) with a depth of 2 ft. in all locations. Construction standards in this floodzone would include a 2' freeboard in addition to the 2' depth, leading to finish floor elevations for those structures being required to be 4' above highest adjacent grade (HAG). Finally, the applicant has the option to conduct a standalone flood study for this area and provide it for the County Floodplain Manager for their review in accordance with the Pender County Flood Damage Prevention Ordinance.

All development in these areas will require re-examination by Staff at the time of development submittal in accordance with the best available flood data and the effective Special Flood Hazard Area maps at that time. Of the phases that are subject to this specific Master Development Plan Revision, only Phase 11 is impacted by Special Flood Hazard Areas.

CAMA

After a preliminary analysis, it appears that there are no CAMA Areas of Environmental Concern located on the project site.

Tree Survey

The PD, Planned Development zoning district requires a tree survey to be submitted prior to the Final Preliminary Plat approval. The Applicant shall be required to submit this documentation for all phases prior to the issuance of staff approvals of either Preliminary Plats or Major Site Development Plans. The applicant has agreed to a condition of approval requiring all significant trees to remain on site to be marked on the Master Development Plan and wrapped with protective fencing prior to issuance of any construction authorization and until construction is complete for all subsequent phases of the development. They have also agreed to mitigate significant trees required to be removed at a 4:1 ratio, whereas the Pender County Unified Development Ordinance requires mitigation at a 2:1 ratio.

Landscaping and Buffers

All landscape and buffers are to be approved in accordance with Section 8.2.8, Project Boundary Buffer of the Pender County Unified Development Ordinance. The applicant has proposed Type C buffers along all non-street boundaries of Phases 5 and 11, with a Type A buffer shown along Sloop Point Loop Road in Phase 5 and along Topsail Plantation Drive in Phase 11. All buffers approved at the Master Development Plan level shall be reviewed again upon submittal of associated Preliminary Plats or Major Site Development Plans for conformance to the Unified Development Ordinance and Master Development Plan.

The applicant may utilize existing tree cover to satisfy the buffer requirements. Per Section 8.1.5, existing habitat or plant material located within the proposed landscaping or buffer area that meets the requirements of these regulations may be counted toward the total buffer required between adjoining land uses, or toward total landscaping requirements. If the existing vegetation has been counted toward the total required buffer or landscaping and is subsequently removed or dies, it shall be replaced with the appropriate buffer or landscaping material.

Stormwater Management

Previously approved phases of the Wyndwater Master Development Plan were approved under a previous version of the Unified Development Ordinance. Section 7.9 of the Pender County Unified Development Ordinance, which addresses stormwater management, has been updated following the submittal of the last revision to this Master Development Plan. Due to the submittal of this revision, all subsequent phases of the Wyndwater Master Development Plan shall be required to meet the updated stormwater standards enforced by Pender County.

Proposed Setbacks and Dimensions

There are no requested changes to the approved setbacks for single family detached housing units as shown in Phase 5. Phase 11 is to be developed as a Major Site Development Plan without the establishment of individual lots. Structure separation between townhome buildings is proposed to be 10 ft. Maximum building height for all phases of the development is 38 ft. As outlined in the Unified Development Ordinance, Section 4.8.1.D outlines that the minimum distance between structures, minimum lot width, and minimum yard requirements are established in the Master Development Plan approval process and may be modified by the Planning Board.

Setback Type	Approved Setback (ft.)
Front	15
Rear	20
Side	Zero lot line
Side	5 feet if not zero lot line
Corner	10
Min. Chord	30
Max. Building Height	38
Min. lot width	40
Min. lot size	5,000 SF w/ Sewer, 12,000 SF w/o Sewer
Min. Structure Separation	10

External Permits

All applicable state and federal agency permits, including a Stormwater Management Permit, Erosion Control Plan, wetlands impact permits and delineations, and NCDOT Driveway/Encroachment Permits will be required prior to the approval of the for each phase as applicable, in addition to any further permits that may be required in the context of each phase.

Public Input Meeting

Per Sections 3.1 and 4.8 of the Pender County Unified Development Ordinance, an applicant for a Master Development Plan or major revision to said plan is required to hold a public input meeting prior to being scheduled for a public hearing with the Planning Board. The applicant held their meeting on Saturday, January 9th at the Wyndwater pool and amenity site. Major concerns raised by attendees from the public included stormwater, traffic, tree preservation, and the specifics of the new pieces of the Master Development Plan including setbacks and names for the new phases. The applicant has provided a report from the meeting, presented as an attachment to this report. While no direct changes were made to the plan as a result, the applicant did agree to a condition of approval raising significant tree preservation and mitigation standards for the remaining phases of the project.

Technical Review Committee (TRC) Responses:

On November 4, 2020 the Pender County Technical Review Committee reviewed the Master Development Plan Revision as outlined in this report. The responses received by Planning Staff can be found in attachments to this report.

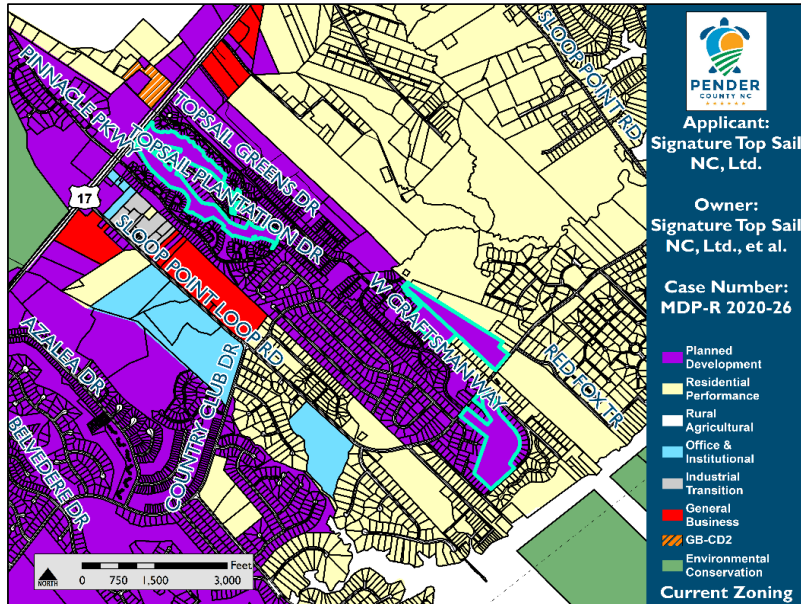
EVALUATION

A. Public Notifications:

Public Notice of the proposal for the Master Development Plan Revision has been advertised in the *Pender-Topsail Post and Voice*. Adjacent property owners within 500' feet of the subject parcels have been given written notice of the request, and a public notification sign has been placed on the property.

B. Existing Zoning in Area:

The properties are located within a PD, Planned Development zoning district. The properties to the north and east are zoned RP, Residential Performance zoning district and the properties to the south and west are zoned PD, Planned Development zoning district.



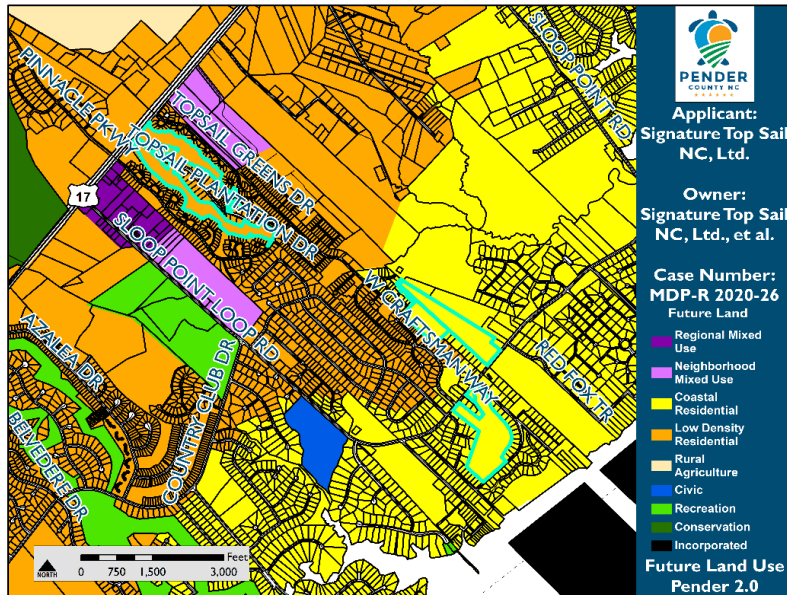
C. Existing Land Use in Area: The properties are located to the north of Doral Drive (SR 1693), northwest of Sloop Point Loop Road (SR 1563), south of the Cardinal Acres Lane (private), and east of US HWY 17 in the Topsail Township. Wyndwater is located to the North of the low-density subdivision known as Greenway Plantation, to the south of the low-density residential subdivision known as Cardinal Acres, surrounding low-density subdivision known as Topsail Greens, to the west of low-density residential subdivision known as Pecan Grove, and to the north and northeast of Topsail Plantation.

D. Pender 2.0 Comprehensive Land Use Plan Compliance: The Wyndwater Master Development Plan was originally approved under the 2010 Pender County Comprehensive Land Use Plan. That Plan designated the subject parcels within the "Mixed Use" Future Land Use Category, which established areas where a mixture of higher density/intensity uses is to be encouraged. Mixed Use areas should be characterized by physically and aesthetically unified developments containing a mixture of commercial, office, institutional, and high- and medium-density residential uses, arranged in a walkable, compact, pedestrian, and transit-friendly manner.

Pender County adopted the Pender 2.0 Comprehensive Land Use Plan in August 2018. All previous submittals relating to Wyndwater were evaluated under the previous Comprehensive Land Use Plan; as this is a proposed revision to the approved Wyndwater Master Development Plan, the project shall now be evaluated under the Pender 2.0 Comprehensive Land Use Plan.

The Pender 2.0 Comprehensive Land Use Plan designates the subject properties as Low Density Residential and Coastal Residential. The Low Density Residential future land use category is established in areas that are typically established single-family neighborhoods with a low density residential development pattern. Appropriate uses include single-family dwellings and neighborhood-scale institutional facilities. Commercial and industrial uses are inappropriate in these areas, as are large institutions and other significant traffic generators. Duplexes and townhomes may be suitable when proposed as part of a master planned community whereby the dimensional requirements and uses forming the outer boundary of the community are compatible with the adjacent properties or permissible uses. Clustering of new communities is encouraged.

The Coastal Residential future land use category is established to protect the County's coastal character. Coastal residential land uses are located east of the US 17 corridor and generally within a half-mile of estuarine waters such as coastal creeks and the Intracoastal Waterway. Appropriate uses include single-family residences, community recreation and open space uses, and water-based recreation uses (public and private). Unencumbered access to public trust coastal waters and maximum development setback from the shoreline is highly encouraged. Clustering of new communities is encouraged. In addition, Low Impact Development techniques are encouraged, as are enhanced tree preservation and mitigation strategies and the limiting of impervious surfaces.



Desired development density within the Low Density Residential future land use category is 2 units an acre or less, while in Coastal Residential, desired development density is 3 units an acre or less.

The Wyndwater Master Development Plan was previously approved for 529 units over 234.28 acres. This has not changed. While the density of 2.76 units per acre is slightly higher than what is desired by the Pender 2.0 Comprehensive Land Use Plan, the combination of the previous approvals as well as congruence between desired and requested land uses lead staff to find that the proposal is generally consistent with the Pender 2.0 Comprehensive Land Use Plan.

In addition to the future land use map, the proposal was found to be consistent with the following goals, objectives, and policies within the Pender 2.0 Comprehensive Land Use Plan:

Policy 3.1.L: Tree Preservation: The County shall continue to require tree preservation for significant trees

Goal 4.3: Provide safe opportunities for walking and cycling, while supporting the need for paratransit services and other alternatives to provide transportation choices for residents and visitors.

Objective 4.3: Encourage alternate means of transportation to reduce traffic, enhance economic development, offer services to those without use of a vehicle, and provide recreational opportunities for residents and visitors.

Policy 5.1.V: Residential Development: The County supports a range of housing types and development at appropriate densities and locations that are compatible with their surroundings and are in accordance with the future land use map.

Policy 5.1.X: Coastal Residential Development: The County supports the protection of existing coastal single-family residential neighborhoods and property values by encouraging low-impact development principles, impervious coverage thresholds, public trust access, and preservation of tree canopy.

The proposal fulfills several desired policy outcomes for development as described in the Pender 2.0 Comprehensive Land Use Plan. Primary among them is the provision of multiple housing types within the development, which can address different needs of the community at different price points. Furthermore, the applicant has agreed to providing pedestrian infrastructure along all subsequent rights-of-way and drive-aisles within the development, allowing residents additional opportunities for recreation and access to open space areas. The applicant has also agreed to a more stringent significant tree protection and mitigation standard than is provided for in the Unified Development Ordinance.

The proposal was not found to conflict with any goals, objectives, or policies within the Pender 2.0 Comprehensive Land Use Plan.

CONDITIONS OF APPROVAL

The following conditions of approval are all applicable to various phases of the Wyndwater Master Development Plan and were added over various previous approvals:

1. Phase III: Provide connection to adjacent property for future development to the northwest of the subject property (documented under case #11067 Cardinal Pointe, as submitted to Planning Board in December 2013);
2. Phase II: Provide connection to identified “Capstone Property” identified by Pender County PIN 4214-22-7567-0000;
3. Phase I: Allow for “alternative” design for alleyway
4. Phase III: Allow for emergency access along the connection to Doral Drive (SR 1693).
5. Phase III: The temporary cul de sac shown on the western portion Phase III shall be converted to a through roadway at the time of the adjacent parcel development.
6. Phase III: Additional to condition five (5), a second roadway connection shall be shown to the adjacent parcel (PIN: 4204-94-9912-0000 and identified as the Cardinal Pointe Master Development Plan Case # 11067).
7. Phase IV: Provide adjacent property connection north to PIN 4214-43-1229-0000 (Westbrook tract).
8. Phase VI: Provide connection to Oak Circle (private).
9. Phase IV: Allow for “alternative” design of a hammerhead. The applicant has implemented this design into the Phase IV submittal.
10. Phase VI: A roadway connection to “Amanda Lane”, which is part of the Cardinal Acres Manufactured Home Park, adjacent to proposed Phase VI of Wyndwater.

In the context of this proposal, the applicant has agreed to the following two additional conditions of approval that shall apply to all phases yet to be built within the Wyndwater Master Development Plan, which currently includes Phases 5, 7, 10, and 11:

11. All subsequent phases of the Wyndwater Master Development Plan that have not received an approved Preliminary Plat or Major Site Development Plan as of February 2, 2021 shall provide sidewalks or other equivalent pedestrian infrastructure along at least one side of every right-of-way or drive aisle within those phases.
12. All subsequent phases of the Wyndwater Master Development Plan that have not received an approved Preliminary Plat or Major Site Development Plan as of February 2, 2021 shall be held to a significant tree mitigation factor of 4:1 (for every significant tree removed, four of the same species shall be planted). Significant trees to be kept shall be shown on Preliminary Plats or Major Site Development Plans and fenced prior to approval of those documents. Fencing shall not be removed until all construction on-site is complete.

RECOMMENDATION

Planning Staff is submitting the proposal for Planning Board disposition. The request was found to be consistent with one goal, one objective, and three policies within the Pender 2.0 Comprehensive Land Use Plan, and was also found to be generally consistent with the Future Land Use Map within said plan. The request is also consistent with other approved planning documents including the Pender County Unified Development Ordinance as well as previous approvals for the Wyndwater Master Development Plan. Therefore, Planning Staff conditionally recommends the approval of the Master Development Plan Revision for Wyndwater as outlined in this report. All future changes or modifications to the Wyndwater Master Development Plan are subject to additional Planning Board review and conditional approval.

BOARD ACTION FOR MASTER DEVELOPMENT PLAN REVISION

Motion: ____ Seconded: ____

Approved: ____ Denied: ____ Unanimous: ____ Tabled: ____

McClammy: ____ Jordan: ____ Beaudoin: ____ Buchanan: ____ Gruntfest: ____ Pitts: ____ Teachey: ____

Pender County Planning and Community Development

Planning Division

805 S. Walker Street
PO Box 1519
Burgaw, NC 28425



Phone: 910-259-1202
Fax: 910-259-1295
www.pendercountync.gov

MEMORANDUM

TO: Pender County Planning Board
FROM: Planning Staff
DATE: February 2, 2021
RE: Wyndwater Master Development Plan Case History

The community known as "Wyndwater" is a Master Development Plan in eastern Pender County, located on a portion of the old Topsail Greens Golf Course and is immediately adjacent to the existing Topsail Greens community. The project is located in the PD, Planned Development zoning district and has been moving forward for some time. The history shown below captures previous cases before the Planning Board – it does not include staff approvals.

Wyndwater History

Wyndwater was brought forward as a Master Development Plan in November 2013 for +/-185 single family residential units and +/- 58,370 square footage of commercial space to be located on +/-143 acres. The Planning Board approved the Master Development Plan with four conditions: 1) Provide connection to adjacent property to future development to the northwest (document cases #11067), 2) Provide Connection to identified Capstone Property, 3) Allow for "alternative" design for alleyway as shown on sheet C 3.4, 4) Allow for emergency access along the connection to Doral Drive (SR 1693).

In March 2014, the preliminary plat for Phase 1 was brought forward with a total of 42 single family lots on +/-25.58 acres. The Planning Board did not impose additional conditions. In May 2014, the preliminary plat was brought forward with 55 single family lots on +/-28.35 acres. The Planning Board did not impose additional conditions.

In January 2015, the applicant revised the Master Development Plan to add zero lot lines to the setbacks for the development. Planning Board did not impose additional conditions.

In July 2015, the applicant revised the Master Development Plan to increase the project area +/-6.2 acres, adding duplexes to the housing type, reducing the minimum lot size from 12,000 sq. Ft. To 5,000 sq. Ft., increased the total number of units to 350 units resulting in an increase project density from 2.72 to 3.1 units per acre. The Planning Board added two conditions: 5) The temporary cul-de-sac shown on the western portion of the Master Development Plan (PG C-3.2 of the Site Plan) shall be converted to a through roadway at the time of the adjacent parcel development; the roadway connecting the

Wyndwater and Cardinal Pointe shall be built to constructor street standards as outlined in Section 7.5.3.C. Coordination between the applicant and the adjacent property owner shall be necessary to ensure interconnectivity and 6) Addition to the condition five (5), a second roadway connection shall be shown to the adjacent parcel (PIN: 4204-94-9912-0000).

In November 2015, the applicant proposed a revision to Phase II preliminary plat—calling it Phase IIB for a total of 31 lots. Planning Board did not impose additional conditions.

In February 2016, the applicant proposed a revision to the Master Development Plan to increase the project acre to +/-204.07 acres, increase the project density to 3.1 units per acre to 3.14 units per acres, changing the front yard setback from 20 Ft. To 15 Ft., allow “alternative” design for alleyway located in Phase II as shown on the MDP submittal PG C2-3, allow for "alternative" design of a hammerhead in Phase IV as shown on the MDP submittal PG C-3.7. The Planning Board proposed four additional conditions on the project: 7) Provide adjacent property connection north to PIN 4214-43-1229-0000 (Westbrook Tract), 8) Provide Connection to Oak Circle (private), 9) Allow "Alternative" design for alleyway located in Phase II as shown on the MDP submittal PG C-2.3, 10) Allow for "alternative" design of a hammerhead in Phase IV as shown on the MDP submittal PG C-3.7.

In September 2016, the applicant brought Phase III preliminary plat forward with 69 single family detached lots and 40 single family attached duplex lots. The applicant requested a tabling until October 2015, which the Planning Board approved with no additional conditions.

In May 2016, the applicant revised the Phase III preliminary plat to be 118 single family conventional lots. The Planning approved with no additional conditions.

In June 2018, the applicant revised the Master Development Plan and Phase VIII and IX Preliminary Plat, the meeting was continued in November 2018 and again to January 2019. The Master Development Plan and Phase VIII and IX preliminary plats were denied. The applicant appealed the Planning Board decision within 30 days and the Board of Adjustment overturned the Planning Board decision to approve the Master Development Plan and Phase VIII and IX Preliminary Plat. Conditions of the approval are as followed: The Applicant will construct a temporary construction easement to connect Aurora Place (public) to Topsail Greens Drive (Private). The applicant states that upon completion of Phase 6, Topsail Greens Drive (private) will be repaved to US HWY 17. Aurora Place (public) will eventually be extended to allow for connections to US HWY 17 when the commercial component of the development is proposed. Staff is recommending that the extension of Aurora Place (public) is conditioned on the Master Development Plan Revision. This resulted in the Master Development Plan being approximately 234 acres in size.

GSP CONSULTING

January 18, 2021

Pender County
Planning and Community Development
805 S. Walker Street
Burgaw, NC 28425

Re: Wyndwater
Master Development Plan Project Narrative

This project is located off and has direct access to Sloop Point Loop Road (SR 1563) in Hampstead, Pender County, North Carolina. This project will be developed in Phases. Completed Phase 1 contains 40 lots to be served by Public NCDOT & Private subdivision roads serving all the lots as well as a Public waterline extension. Phase 1 sewer is treated by the use of septic systems. Completed Phase 2 contains 65 lots to be served by Public NCDOT & Private subdivision roads serving all the lots as well as a Public waterline extension. Phase 2 sewer is treated by the use of septic systems owned by the individual lot owners & gravity sewer owned and operated by Pluris. Completed Phase 3 contains approximately 114 single family lots to be served by Public NCDOT & Private subdivision roads serving all the lots as well as a Public waterline extension. Phase 3 sewer is treated by the use of gravity sewer and a lift station owned and operated by Pluris. Phase 4 contains 52 single family lots to be served by Public NCDOT & Private subdivision roads serving all the lots as well as a Public waterline extension. Phase 4 sewer will be treated by the use of gravity sewer and a lift station owned and operated by Pluris. Phase 5 contains 63 single family lots to be served by Public NCDOT & Private subdivision roads serving all the lots as well as a Public waterline extension. Phase 5 sewer will be treated by the use of gravity sewer and a lift station owned and operated by Pluris. Phase 6 contains approximately 45 single family lots to be served by Public NCDOT & Private subdivision roads serving all the lots as well as a Public waterline extension. Phase 6 sewer will be treated by the use of gravity sewer owned and operated by Pluris. Phase 8 contains approximately 25 single family lots to be served by Private subdivision roads serving all the lots as well as a Public waterline extension. Phase 8 sewer will be treated by the use of gravity sewer owned and operated by Pluris. Phase 9 contains approximately 8 single family lots to be served by Private subdivision roads serving all the lots as well as a Public waterline extension. Phase 9 sewer will be treated by the use of gravity sewer owned and operated by Pluris. Phase 10 contains approximately 41 single family lots and townhomes to be served by Private subdivision roads serving all the lots as well as a Public waterline extension. Phase 10 sewer will be treated by the use of gravity sewer and a lift station owned and operated by Pluris. Phase 11 contains approximately 76 townhomes to be served by Private drive aisles with 30' Utility & Access Easements serving all the lots as well as a Public waterline extension. Phase 11 sewer will be treated by the use of gravity sewer and a lift station owned and operated by Pluris. The primary stormwater measures for the development will be closed conduit systems, road side ditches and overland sheet flow that will direct the runoff to proposed wet detention basins that will be designed to control the peak runoff from the 10-year & 25-year storm events and will be analyzed for the 50-year storm event. This development will require approvals from the USACOE for onsite wetlands, NCDEQ-Public Water Supply Section for the water line extensions, NCDOT for the driveway connections and the subdivision streets, NCDEQ-Division of Water Resources for the sewer extensions & NCDEQ-Division of Mineral, Energy and Land Resources for the stormwater systems and erosion & sediment control. The development (453 single family lots & 76 townhome/duplex units) will generate approximately 4,777 total daily trips based on the ITE Trip Generation Manual 8th edition using ITE Code 210 for single family homes & Code 230 for the duplex/townhome units. This amount of traffic is below the TIA Trip Generation Calculations which accounted for 5,143 daily trips. All recommended improvements through TIA Phase 2 have been installed. Through the first several phases of this development, the majority of the Open Space areas provided were mostly unconnected in areas of Environmental concern. Starting with Phase 6 the Open Spaces are being designed to connect with the previously designed and approved Open Space areas. This development proposes a Public road connection to Sloop Point Loop Road from Phase 1, a Public road connection to the Capstone Property (which became Phase 4), a Public road connection to the Morris Property in Phase 3 that is intended to connect to the Westbrook Property to the north with future land acquisition & development, a second Public road connection to the Morris Property in Phase 3 that is

6626 Gordon Road, Unit C Wilmington, North Carolina 28411 tel: 910-442-7870 fax: 910-799-6659

GSP CONSULTING

intended to connect to US Hwy 17 in the future and a third Public road connection to the Morris Property in Phase 6. Additionally there are Public road connections thru the Kalmar property (Phase 5), to connect with Sloop Point Loop Road. This development is being developed with both Public and Private Streets and contains multiple connections to adjacent properties as well as areas with Private streets used to create smaller pocket neighborhoods to increase public safety and create privacy for the future homeowners in these smaller sections. The MDP revisions are provided in more detail below.

Phase 5 (Pender County PIN 4214-50-8387-0000): Remove a previously approved alternative design roadway and revert to a traditional right-of-way design, modify stormwater layout, and propose residential development consisting sixty-three (63) single-family detached residential units. Phase 5 is located to the east of Phase 4 and includes a second entrance to the Wyndwater community from Sloop Point Loop Road.

Phase 10 (Pender County PIN 4213-59-0181-0000): Establish parcel as Phase 10, with forty-one (41) residential units. Residential units are to be a mixture of single-family detached units as well as townhomes. Phase 10 is located to the east of Sloop Point Loop Road, directly across from the existing entrance to Phase 1 of Wyndwater, and is to the south of Roberts Road (private) and west of Oak Circle (private).

Phase 11 (northern portion of Pender County PIN 4204-84-9111-0000, as well as Pender County PINs 4204-75-9493-0000 and 4204-85-1358-0000): Slight reduction to non-residential acreage north of Topsail Plantation Drive and propose residential development consisting of seventy-six (76) townhome units. Phase 11 is to the north of Topsail Plantation Drive, south of Topsail Greens Drive, and directly east of US HWY 17

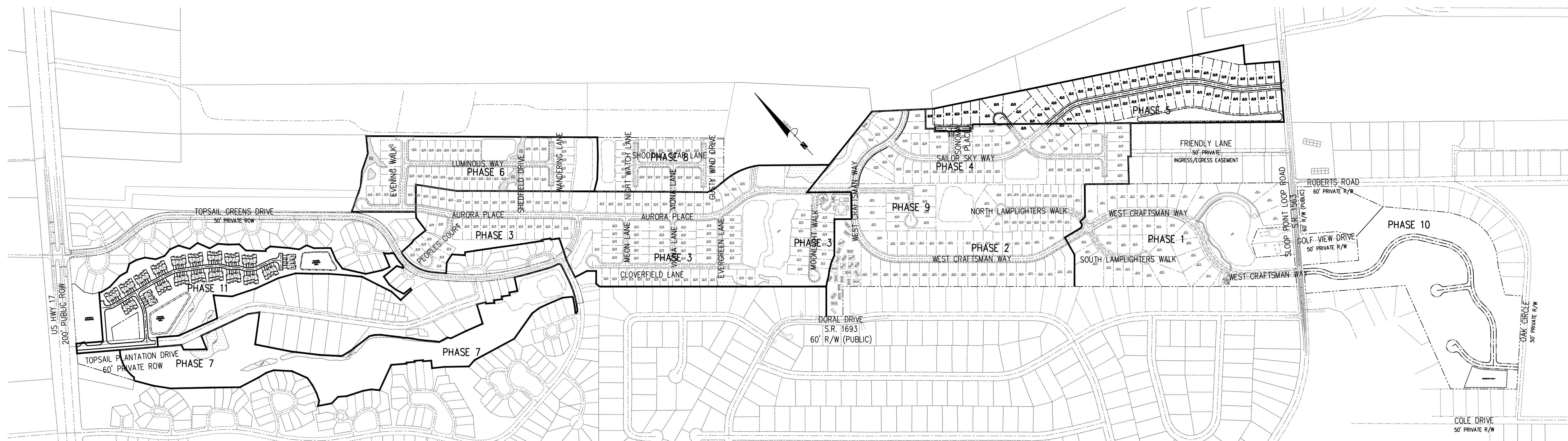
Please contact me immediately at (910) 442-7870 or gpape@gsp-consulting.com if you have any questions or require additional information.

Sincerely,

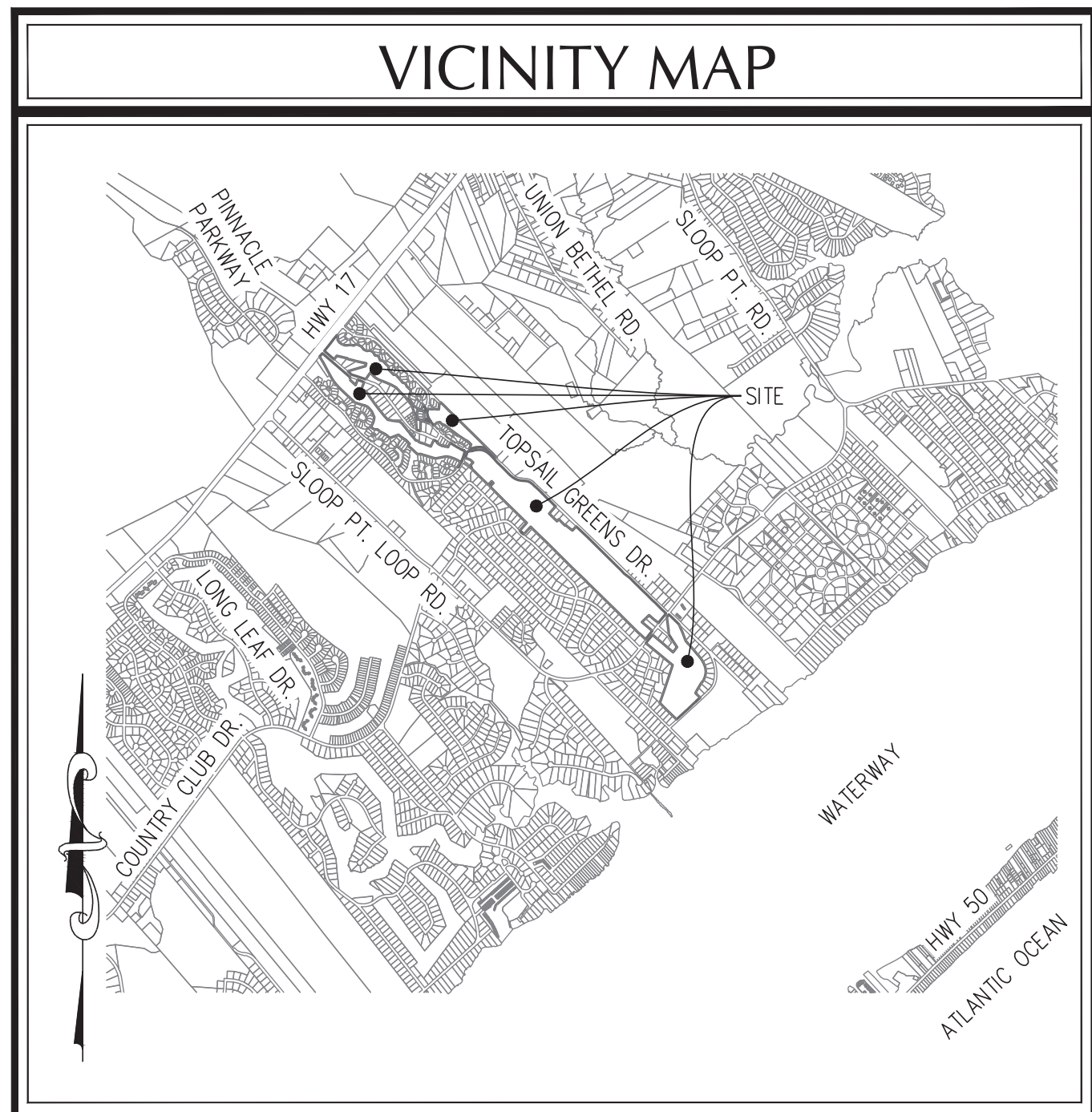
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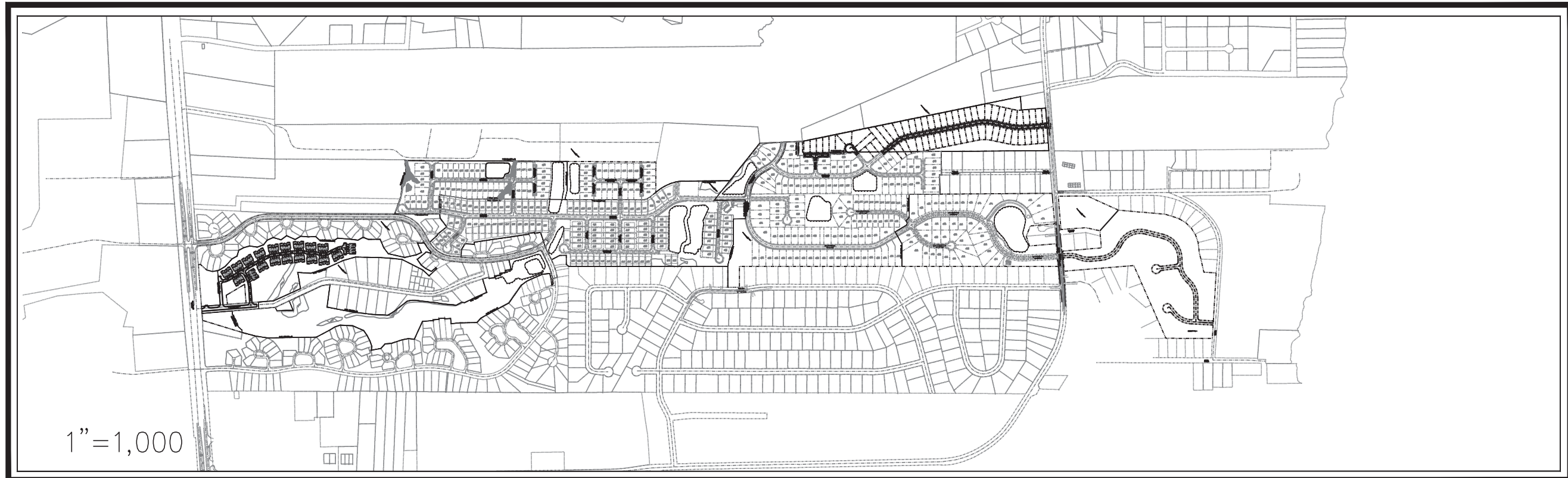
Garry S. Pape, P.E.



MASTER DEVELOPMENT PLAN
FOR
WYNDWATER
PENDER COUNTY, NORTH CAROLINA
SEPTEMBER 2020



VICINITY MAP
(NTS)



DEVELOPER/OWNER

Signature Top Sail NC, LP
9337b Katy Freeway #377
Houston, Texas 77024
Phone: (713) 789-0466

OTHER PROPERTY OWNERS

Lewis, Ruth & Caroline Kalmar
2237 E. Queens Road, Charlotte, NC 28207
Capstone Ventures, LLC
129 Timber Hill Place, Chapel Hill, NC 27514

PREPARED BY:

GSP CONSULTING, PLLC
ENGINEERING

6626 Gordon Road, Unit C, Wilmington, North Carolina 28411 tel: 910-442-7870 fax: 910-799-6659 License # P-0718

INDEX OF SHEETS

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SHT C-4.7	UTILITY & STORMWATER MANAGEMENT PLAN

SITE DATA TABLE

DEVELOPMENT NOTES:

- PENDER COUNTY PARCEL NO.: PIN 4214-12-8251-0000
- TOTAL TRACT AREA: 10,205,254 SF = 234.28 AC.±
- ZONING: PLANNED DEVELOPMENT (PD)
- LAND CLASSIFICATION: VACANT
- A PORTION OF THIS PROPERTY IS WITHIN A SPECIAL FLOOD HAZARD ZONE PER FEMA FLOOD INSURANCE RATE MAP #3720420400L, EFFECTIVE DATE 2/16/2007 AND FLOOD INSURANCE RATE MAP #3720421400L, EFFECTIVE DATE 2/16/2007.
- THIS PROPERTY DOES NOT CONTAIN ANY A.E.C. AREAS OR IS UNDER CAMA JURISDICTION.
- THIS PROPERTY DOES CONTAIN 404 FEDERAL WETLANDS WHICH HAVE BEEN APPROVED BY THE USACOE.

GENERAL NOTES:

- OWNERSHIP REFERENCE:
D.B. 4379 P.G. 330
- PROPERTY IS LOCATED IN PENDER COUNTY AND IS ZONED PLANNED DEVELOPMENT (PD).
- A HOME OWNERS ASSOCIATION WILL BE FORMED TO GUARANTEE CONTINUAL MAINTENANCE OF THE COMMON AREAS AND OPEN SPACE.
- ALL INTERIOR ROADWAYS ARE TO BE BUILT TO NCDOT SUBDIVISION ROADS MINIMUM CONSTRUCTION STANDARDS.
- INTERIOR ROADWAYS ARE TO BE PRIVATE AND PUBLIC AS DEPICTED ON THE MASTER PLAN OR FUTURE PRELIMINARY PLANS. PUBLIC ROADWAYS SHALL BE DEDICATED TO NORTH CAROLINA DEPARTMENT OF TRANSPORTATION.
- A HOME OWNERS ASSOCIATION WILL BE FORMED PRIOR TO THE SALE OF ANY LOTS AND MEMBERSHIP WILL BE AUTOMATIC UPON PURCHASE.
- THIS MASTER PLAN IS CONCEPTUAL AND IS SUBJECT TO CHANGE IN ACCORDANCE WITH THE PROVISIONS OF PENDER COUNTY DEVELOPMENT ORDINANCE.
- THE DEVELOPERS HAVE THE SOLE RIGHT TO MODIFY THIS MASTER PLAN IN ACCORDANCE WITH MARKET CONDITIONS OR OTHER CONDITIONS WHICH INDICATE A CHANGE IS DESIRED OR REQUIRED. ANY AND ALL CHANGES MUST BE REVIEWED BY THE PLANNING DEPARTMENT AND IN SOME INSTANCES MAY REQUIRE PLANNING BOARD APPROVAL.
- BUFFERS WILL BE PROVIDED PER CURRENT PENDER COUNTY ZONING ORDINANCE.
- WETLANDS IMPACTED WILL BE MITIGATED IN ACCORDANCE WITH ANY REQUIREMENTS OF APPLICABLE STATE AND FEDERAL PERMITS.
- ALL LOTS SHALL MEET CURRENT PENDER COUNTY UNIFIED DEVELOPMENT ORDINANCE REGULATIONS.
- IT IS THE INTENT FOR PHASE 3 OF THIS DEVELOPMENT TO INCLUDE A POOL FACILITY AND MULTI-USE PATHS/SIDEWALKS WITHIN THE DEVELOPMENT AS SHOWN ON THE MDP.

SINGLE FAMILY DEVELOPMENT STANDARDS:

MINIMUM LOT DIMENSIONS:	PROPOSED BUILDING SETBACKS:
AREA IN (S.F.)	FRONT - 15'
12,000 SF (W/SEPTIC)	REAR - 20'
5,000 SF (W/SEWER)	SIDE - ZERO LOT LINE
MAX USABLE LOT AREA (%)	(10' MAINTENANCE EASEMENT BETWEEN STRUCTURES.
95%	STRUCTURES TO BE A MINIMUM OF 5' FROM SIDE PROPERTY
MIN LOT WIDTH (FT)	LINE)
70' (W/SEPTIC)	CORNER - 10'
40' (W/SEWER)	ANY PERIPHERAL PROPERTY LINE STRUCTURES - AS PER NORTH
MIN CHORD AT ROW (CUL-DE-SAC)	CAROLINA STATE BUILDING CODE
30'	
MAX BLDG. HT. (FT)	
38'	

SINGLE FAMILY ATTACHED DEVELOPMENT STANDARDS:

MINIMUM LOT DIMENSIONS:	PROPOSED BUILDING SETBACKS:
AREA IN (S.F.)	FRONT - 15'
5,000 SF	REAR - 20'
MAX USABLE LOT AREA (%)	SIDE - ZERO LOT LINE
95%	(10' MAINTENANCE EASEMENT BETWEEN STRUCTURES)
MIN LOT WIDTH (FT)	40'
MIN CHORD AT ROW (CUL-DE-SAC)	30'
MAX BLDG. HT. (FT)	38'

REQUIRED OPEN SPACE:
15.87 AC± TOTAL OPEN SPACE PROVIDED
NOTE: PROPOSED OPENSOURCE/RECREATION SPACE
AREAS ARE NOT FOR BUILDING OR STRUCTURAL
DEVELOPMENT & ARE SUBJECT TO CHANGE

OPEN SPACE BY PHASE:

PHASE	PASSIVE (AC.)	ACTIVE (AC.)
PHASE 1	2.53	0.81
PHASE 2	0.00	2.08
PHASE 3	3.54	1.70
PHASE 4	0.32	0.52
PHASE 5	0.00	0.72
PHASE 6	1.55	0.43
PHASE 8	0.00	0.73
PHASE 9	0.00	0.12
PHASE 10	0.00	0.83
PHASE 11	0.00	0.00
TOTAL	7.94	7.94 (15.87)

TIA TRIP GENERATION:
379 SINGLE FAMILY HOMES*, 155 DUPLEX/TOWNHOME UNITS*, 60,000
SF MINI-WAREHOUSE*** & 100 SENIOR ADULT HOUSING UNITS****
5,145 - TOTAL DAILY TRIPS
410 - AM PEAK HOUR
497 - PM PEAK HOUR
***PER ITE TRIP GENERATION MANUAL 8TH EDITION, ITE CODE 210
****PER ITE TRIP GENERATION MANUAL 8TH EDITION, ITE CODE 230

PROVIDED OPEN SPACE		OPEN SPACE BY PHASE:			
15.87 AC ± TOTAL OPEN SPACE PROVIDED		PHASE	PASSIVE (AC.)		
NOTE: DEVELOPED OPENSACE/RECREATION SPACE AREAS ARE NOT FOR BUILDING OR STRUCTURAL DEVELOPMENT & ARE SUBJECT TO CHANGE		PHASE 1	2.53		
		PHASE 2	0.08		
		PHASE 3	3.54		
		PHASE 4	0.32		
		PHASE 5	0.70		
		PHASE 6	1.55		
		PHASE 8	0.73		
		PHASE 9	0.00		
		PHASE 10	0.00		
		PHASE 11	0.00		
		TOTAL	7.94 (15.87)		
CUMULATIVE TRIP GENERATION:		DEVELOPMENT DATA BY PHASE:			
453 SINGLE FAMILY HOMES* & 76 DUPLEX/TOWNHOME UNITS**		PHASE	# OF LOTS	ROAD LEN. (LF)	ROW AREA
4,777 - TOTAL DAILY TRIPS		PHASE 1	40	2,517	3.33
373 - AM PEAK HOUR		PHASE 2	65	2,394	2.89
497 - PM PEAK HOUR		PHASE 3	114	7,060	7.54
***PER ITE TRIP GENERATION MANUAL, 8TH EDITION, ITE CODE 210		PHASE 4	52	3,171	3.60
***PER ITE TRIP GENERATION MANUAL, 8TH EDITION, ITE CODE 230		PHASE 5	63	2,797	2.87
		PHASE 6	45	2,462	2.72
		PHASE 8	25	1,350	1.17
		PHASE 9	8	600	0.70
		PHASE 10	61	2,897	2.86
		PHASE 11	76	1,899	N/A
		TOTAL	529	27,147	27.68
TIA TRIP GENERATION:					
379 SINGLE FAMILY HOMES*, 155 DUPLEX/TOWNHOME UNITS*, 60,000					
SQ WAREHOUSE** & 100 SENIOR ADULT HOUSING UNITS***					
5,143 - TOTAL DAILY TRIPS					
452 - AM PEAK HOUR					
597 - PM PEAK HOUR					
***PER ITE TRIP GENERATION MANUAL, 8TH EDITION, ITE CODE 210					
***PER ITE TRIP GENERATION MANUAL, 8TH EDITION, ITE CODE 230					
***PER ITE TRIP GENERATION MANUAL, 8TH EDITION, ITE CODE 151					
***PER ITE TRIP GENERATION MANUAL, 8TH EDITION, ITE CODE 251					

DEVELOPMENT DATA:

TOTAL TRACT AREA = 10,205,254 SF = 234.28 AC.±	DEVELOPMENT DATA:
AVERAGE LOT SIZE = 10,320 SF	TOTAL TRACT AREA = 234.28 AC
AREA OF LOTS PROPOSED = 5,458,938 SF = 125.32 AC±	NON-RESIDENTIAL ACREAGE = 2.92 AC
AREA OF ROW PROPOSED = 1,044,718 SF = 23.98 AC±	WETLAND ACREAGE = 4.31 AC
TOTAL PROPOSED ROAD LENGTH = 27,147 L.F.±	RIGHT OF WAY ACREAGE = 23.98 AC
IMPERVIOUS SURFACES -	OPEN SPACE ACREAGE = 15.87 AC
PROPOSED BUA = 1,041,400 S.F.	ACTIVE = 7.94 AC
ROADS = 1,975,900 S.F.	PASSIVE = 7.94 AC
LOTS = 84,000 S.F.	TOTAL UNITS = 529
OTHER = 3,101,300 S.F. (30.4%)	DEVELOPABLE LAND = 191.51 AC
TOTAL =	NET DENSITY = 2.76 UNITS/AC

UTILITY DATA:

TOTAL - 529 UNITS @ 190 GPD/UNIT * 2.5 P.F. = 251,275 GPD

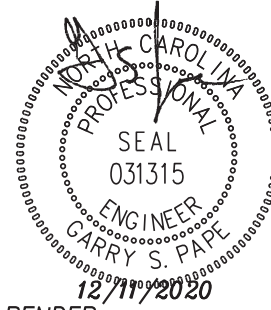
DEVELOPMENT NOTES:

- ALL DEVELOPMENT SHALL BE IN ACCORDANCE WITH THE PENDER COUNTY UNIFIED DEVELOPMENT ORDINANCE.
- PROJECT SHALL COMPLY WITH ALL CITY, STATE & FEDERAL REGULATIONS.

NOTE:

ALL DESIGN AND CONSTRUCTION SHALL BE IN CONFORMANCE WITH THE PENDER COUNTY UNIFIED DEVELOPMENT ORDINANCE & THE STATE OF NORTH CAROLINA

PROJECT NAME: WYNDWATER
GSP CONSULTING PROJECT #: 2016-0001



COORDINATION NOTES

1. THE CONTRACTOR IS REQUIRED TO OBTAIN ANY/ALL PERMITS REQUIRED FOR CONSTRUCTION OF THESE PLANS.
2. ALL WORK IS TO BE IN ACCORDANCE WITH PENDER COUNTY AND THE STATE OF NORTH CAROLINA.
3. THE CONTRACTOR IS TO ESTABLISH AND CHECK ALL HORIZONTAL AND VERTICAL CONTROLS TO BE USED WITH THE PROJECT. IN ADDITION, THE CONTRACTOR IS TO COMPUTE THE LAYOUT OF THE ENTIRE SITE PLAN IN ADVANCE OF BEGINNING ANY WORK ASSOCIATED WITH THE SUBJECT PLANS. CONTRACTOR SHALL EMPLOY A PROFESSIONAL SURVEYOR TO PERFORM SITE IMPROVEMENT STAKEOUT(S).
4. ANYTIME WORK IS PERFORMED OFF-SITE OR WITHIN AN EXISTING EASEMENT, THE CONTRACTOR IS TO NOTIFY THE HOLDER OF SAID EASEMENT AS TO THE NATURE OF PROPOSED WORK, AND TO FOLLOW ANY GUIDELINES OR STANDARDS WHICH ARE ASSOCIATED WITH OR REFERENCED IN THE RECORDED EASEMENT.

GENERAL NOTES:

1. EXISTING TOPOGRAPHY, BOUNDARY AND UTILITIES, HAVE BEEN PREPARED BY A FIELD SURVEY BY ATLANTIC COAST SURVEY, PLLC (P-0822) AND OTHER AVAILABLE INFORMATION.
2. REASONABLE CARE HAS BEEN EXERCISED IN SHOWING THE LOCATION OF EXISTING UTILITIES ON THE PLANS. THE EXACT LOCATION OF ALL EXISTING UTILITIES IS NOT KNOWN IN ALL CASES. THE CONTRACTOR SHALL EXPLORE THE AREA AHEAD OF DITCHING OPERATIONS BY OBSERVATIONS, ELECTRONIC DEVICES, HAND DIGGING AND BY PERSONAL CONTACT WITH THE UTILITY COMPANIES. IN ORDER TO LOCATE EXISTING UTILITIES IN ADVANCE OF TRENCHING OPERATIONS SO AS TO ELIMINATE OR MINIMIZE DAMAGE TO EXISTING UTILITIES, THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL COSTS RESULTING FROM ANY DAMAGE TO THE EXISTING UTILITY LINES INCLUDING LOSS OF UTILITY REVENUES. CONTRACTOR SHALL ARRANGE FOR TEMPORARY SUPPORT OF EXISTING UTILITIES, SUCH AS POLES, CONDUITS, FIBER OPTIC CABLES, TELEPHONE CABLES, WATER LINES, ETC....
3. CONTRACTOR SHALL COMPLY WITH THE LATEST REVISIONS AND INTERPRETATIONS OF THE DEPARTMENT OF LABOR SAFETY AND HEALTH REGULATIONS FOR CONSTRUCTION PROMULGATED UNDER THE OCCUPATIONAL SAFETY AND HEALTH ACT.
4. CONTRACTOR SHALL PLAN AND CONSTRUCT WORK SO AS TO CAUSE MINIMUM INCONVENIENCE TO THE OWNER AND THE PUBLIC. THE CONTRACTOR SHALL PROVIDE, ERECT AND MAINTAIN AT ALL TIMES DURING THE PROGRESS OR TEMPORARY SUSPENSION OF WORK, SUITABLE BARRIERS, FENCES, SIGNS OR OTHER ADEQUATE PROTECTION, INCLUDING FLAGMEN AND WATCHMEN AS NECESSARY TO INSURE THE SAFETY OF THE PUBLIC AS WELL AS THOSE ENGAGED IN THE CONSTRUCTION WORK. CONSTRUCTION SIGNING SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF "CONSTRUCTION AND MAINTENANCE OPERATIONS SUPPLEMENT TO THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES" BY THE DOT.
5. ALL MATERIAL CLEARED OR DEMOLISHED BY THE CONTRACTOR IN ORDER TO CONSTRUCT THE WORK SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND SHALL BE PROPERLY DISPOSED OF OFF-SITE.
6. ALL WORK BY THE CONTRACTOR SHALL BE WARRANTED BY THE CONTRACTOR FOR A PERIOD OF ONE YEAR AFTER THE OWNER ACCEPTS THE WORK.
7. CONTRACTOR SHALL CALL THE NORTH CAROLINA ONE-CALL CENTER AT 1 (800) 632-4949 AND ALLOW THE CENTER TO LOCATE EXISTING UTILITIES BEFORE DIGGING.
8. CONTRACTOR SHALL REMOVE ASPHALT, AGGREGATE BASE COURSE, AND CONCRETE CURB & GUTTER WITHIN LIMITS OF DEMOLITION AS SHOWN ON PLAN.

DEMOLITION NOTES

1. CONTRACTOR TO COORDINATE WITH THE OWNER TO PROPERLY MAINTAIN OR RELOCATE EXISTING SERVICE CONNECTIONS WHEN NECESSARY.
2. CONTRACTOR IS TO WALK THE SITE AND BECOME FAMILIAR WITH THE SCOPE OF DEMOLITION REQUIRED. ALL DEMOLITION WORK REQUIRED TO CONSTRUCT NEW SITE IMPROVEMENTS WILL BE PERFORMED BY THE CONTRACTOR AND WILL BE UNCLASSIFIED EXCAVATION.
3. DEMOLITION SHALL INCLUDE BUT IS NOT LIMITED TO THE EXCAVATION, HAULING AND OFFSITE DISPOSAL OF CONCRETE PADS, CONCRETE DITCHES, FOUNDATIONS, SLABS, STEPS, AND STRUCTURES, ABANDONED UTILITIES, BUILDINGS, PAVEMENTS AND ALL MATERIALS CLEARED AND STRIPPED TO THE EXTENT NECESSARY AS DIRECTED BY THE SOILS ENGINEER FOR THE INSTALLATION OF THE NEW IMPROVEMENTS AND WITHIN THE LIMITS OF CLEARING AND GRADING AND AS SHOWN ON THESE PLANS.
4. THE CONTRACTOR SHALL PROTECT ALL ADJACENT PROPERTY, STRUCTURES AND UTILITIES ON THE PROPERTY NOT TO BE DEMOLISHED. DAMAGE TO PROPERTIES OF OTHERS DUE TO THE CONTRACTOR'S ACTIVITIES SHALL BE REPLACED IN KIND BY THE CONTRACTOR AT NO COST TO OWNER.
5. ELECTRIC, TELEPHONE, SANITARY SEWER, WATER AND STORM SEWER UTILITIES THAT SERVICE OFF-SITE PROPERTIES SHALL BE MAINTAINED DURING THE CONSTRUCTION PROCESS BY THE CONTRACTOR.
6. EXISTING UTILITIES NOT INTENDED FOR DEMOLITION SHALL BE MAINTAINED, PROTECTED AND UNDISTURBED DURING DEMOLITION.
7. ALL EXISTING IMPROVEMENTS INDICATED OR REQUIRED TO BE DEMOLISHED SHALL INCLUDE REMOVAL FROM THE PROPERTY AND PROPER DISPOSAL.
8. CONTRACTOR SHALL COORDINATE RELOCATION OF ALL EXISTING OVER HEAD AND UNDERGROUND UTILITIES INCLUDING CABLE, GAS, TELEPHONE AND ELECTRIC AND ANY OTHER UTILITIES THROUGH THE SITE WITH THE RESPECTIVE COMPANIES.
9. PROVIDE SMOOTH SAW CUT OF EXISTING PAVEMENTS, CURBS AND GUTTERS AND SIDEWALKS TO BE DEMOLISHED.
10. ALL DEMOLITION WORK SHALL BE DONE IN STRICT ACCORDANCE WITH LOCAL, STATE AND FEDERAL REGULATIONS AS WELL AS OSHA REGULATIONS.
11. INFORMATION CONCERNING UNDERGROUND UTILITIES WAS OBTAINED FROM AVAILABLE RECORDS, BUT THE CONTRACTOR MUST DETERMINE THE EXACT LOCATION AND ELEVATIONS OF THE MAINS BY DIGGING TEST PITS BY HAND.

EROSION AND SEDIMENT CONTROL NOTES

GENERAL NOTES:

1. CLEAR AND REMOVE FROM SITE ALL TREES, ROOTS, ROOT MAT, ETC. FROM THE AREA WITHIN DESIGNATED CLEARING LIMITS.
2. PLANT GRASS OVER ALL GRADED AREAS AS SHOWN IN THE TABLE ON THIS SHEET OF CEASE OF ANY GRADING ACTIVITY.
3. CONTRACTOR SHALL BE RESPONSIBLE FOR CLEANING AND RESTORING TO PRE-CONSTRUCTION CONDITIONS ANY AREAS OUTSIDE THE PROJECT LIMITS THAT MAY INADVERTENTLY BE DAMAGED DUE TO THE FAILURE OF THE EROSION MEASURES.
4. DURING GRADING AND AFTER GRADING HAS BEEN COMPLETED, CONTRACTOR SHALL CONTINUE TO MAINTAIN PERMANENT AND TEMPORARY EROSION CONTROL MEASURES UNTIL FINAL INSPECTION AND APPROVAL BY THE NC DENR DIVISION OF LAND QUALITY.
5. WATER, FERTILIZE, MOW AND MAINTAIN SPRIGGED, SODDED AND PLANTED AREAS UNTIL FINAL APPROVAL BY THE NC DENR DIVISION OF LAND QUALITY.
6. ANY BORROW MATERIAL BROUGHT ONTO SITE MUST BE FROM A LEGALLY OPERATED MINE OR OTHER APPROVED SOURCE.
7. ANY EXCESS MATERIAL REMOVED FROM SITE MUST BE HAULED TO A LEGALLY OPERATED MINE OR OTHER APPROVED SOURCE.

MAINTENANCE PLAN

1. ALL EROSION AND SEDIMENT CONTROL PRACTICES WILL BE CHECKED FOR STABILITY AND OPERATION FOLLOWING EVERY RUNOFF-PRODUCING RAINFALL BUT IN NO CASE LESS THAN ONCE EVERY WEEK. ANY NEEDED REPAIRS WILL BE MADE IMMEDIATELY TO MAINTAIN ALL PRACTICES AS DESIGNED.
2. ALL CONSTRUCTION ENTRANCES WILL BE PERIODICALLY TOP DRESSED WITH AN ADDITIONAL 2 INCHES OF #4 STONE TO MAINTAIN PROPER DEPTH. ANY SEDIMENT THAT IS TRACKED INTO THE STREET WILL BE IMMEDIATELY REMOVED.
3. SEDIMENT WILL BE REMOVED BEHIND THE SEDIMENT FENCE WHEN IT BECOMES 0.5 FEET DEEP AT THE FENCE. THE SEDIMENT FENCE WILL BE REPAIRED AS NECESSARY TO MAINTAIN A BARRIER. SILT FENCE STAKES WILL BE SPACED 6 FEET APART UNLESS A WIRE BACKING IS USED WITH 8 FOOT STAKE SPACING.
4. INSPECT INLET PROTECTION AT LEAST WEEKLY AND AFTER EACH SIGNIFICANT (1/2 INCH OR GREATER) RAINFALL EVENT. CLEAR THE MESH WIRE OF ANY DEBRIS OR OTHER OBJECTS TO PROVIDE ADEQUATE FLOW FOR SUBSEQUENT RAINS. TAKE CARE NOT TO DAMAGE OR UNDERCUT THE WIRE MESH DURING SEDIMENT REMOVAL. REPLACE STONE AS NEEDED.
5. ALL SEEDED AREAS WILL BE FERTILIZED, RESEEDDED AS NECESSARY, AND MULCHED ACCORDING TO SPECIFICATIONS IN THE VEGETATIVE PLAN TO MAINTAIN A VIGOROUS, DENSE VEGETATIVE COVER.
6. INSPECT TEMPORARY SEDIMENT TRAPS AT LEAST WEEKLY AND AFTER EACH SIGNIFICANT (ONE-HALF INCH OR GREATER) RAINFALL EVENT AND REPAIR IMMEDIATELY. REMOVE SEDIMENT AND RESTORE THE TRAP TO ITS ORIGINAL DIMENSIONS WHEN SEDIMENT ACCUMULATES TO ONE-HALF THE DESIGN DEPTH OF THE TRAP. PULL THE SKIMMER TO ONE SIDE SO THAT THE SEDIMENT UNDERNEATH IT CAN BE EXCAVATED. EXCAVATE THE SEDIMENT FROM THE ENTIRE BASIN, NOT JUST AROUND THE SKIMMER OR THE FIRST CELL. MAKE SURE VEGETATION GROWING IN THE BOTTOM OF THE BASIN DOES NOT HOLD DOWN THE SKIMMER. PLACE THE SEDIMENT THAT IS REMOVED IN THE DISPOSAL AREA, AND REPLACE THE PART OF THE GRAVEL FACING THAT IS IMPAIRED BY SEDIMENT.

IF THE SKIMMER IS CLOGGED WITH TRASH AND THERE IS WATER IN THE BASIN, USUALLY JERKING ON THE ROPE WILL MAKE THE SKIMMER BOB UP AND DOWN AND DISLODGE THE DEBRIS AND RESTORE FLOW. IF THIS DOES NOT WORK, PULL THE SKIMMER OVER TO THE SIDE OF THE BASIN AND REMOVE THE DEBRIS.

IF THE SKIMMER ARM OR BARREL PIPE IS CLOGGED, THE ORIFICE CAN BE REMOVED AND THE OBSTRUCTION CLEARED WITH A PLUMBER'S SHAVE OR BY FLUSHING WITH WATER. BE SURE AND REPLACE THE ORIFICE BEFORE REPOSITIONING THE SKIMMER.

CHECK THE STRUCTURE FOR DAMAGE FROM EROSION OR PIPING. PERIODICALLY CHECK THE DEPTH OF THE SPILLWAY TO ENSURE IT IS A MINIMUM OF 1.5 FEET BELOW THE LOW POINT OF THE EMBANKMENT. IMMEDIATELY FILL ANY SETTLEMENT OF THE EMBANKMENT TO SLIGHTLY ABOVE DESIGN GRADE. ANY RIPRAP DISPLACED FROM THE SPILLWAY MUST BE REPLACED IMMEDIATELY.

AFTER ALL DEMENT-PRODUCING AREAS HAVE BEEN PERMANENTLY STABILIZED, REMOVE THE STRUCTURE AND ALL UNSTABLE SEDIMENT. SMOOTH THE AREA TO BLEND WITH THE ADJOINING AREAS, AND STABILIZE PROPERLY.

7. INSPECT EXCELISOR MATTING AT LEAST WEEKLY AND AFTER EACH SIGNIFICANT (1/2 INCH OR GREATER) RAINFALL EVENT REPAIR IMMEDIATELY. GOOD CONTACT WITH THE GROUND MUST BE MAINTAINED, AND EROSION MUST NOT OCCUR BENEATH THE MATTING. ANY AREAS OF THE MATTING THAT ARE DAMAGED OR NOT IN CLOSE CONTACT WITH THE GROUND SHALL BE REPAIRED AND STARTED. IF EROSION OCCURS DUE TO POORLY CONTROLLED DRAINAGE, THE PROBLEM SHALL BE FIXED AND THE ERODED AREA PROTECTED. MONITOR AND REPAIR THE MATTING AS NECESSARY UNTIL GROUND COVER IS ESTABLISHED.
7. INSPECT BAFFLES AT LEAST ONCE A WEEK AND AFTER EACH RAINFALL. MAKE ANY REQUIRED REPAIRS IMMEDIATELY. EVANT REPAIR IMMEDIATELY. GOOD CONTACT WITH THE GROUND MUST

BE SURE TO MAINTAIN ACCESS TO THE BAFFLES. SHOULD THE FABRIC OF A BAFFLE COLLAPSE, TEAR, DECOMPOSE, OR BECOME INEFFECTIVE, REPLACE IT PROMPTLY.

REMOVE SEDIMENT DEPOSITS WHEN IT REACHES HALF FULL TO PROVIDE ADEQUATE STORAGE VOLUME FOR THE NEXT RAIN AND TO REDUCE PRESSURE ON THE BAFFLES. TAKE CARE TO AVOID DAMAGING THE BAFFLES DURING CLEANOUT. SEDIMENT DEPTH SHOULD NEVER EXCEED HALF THE DESIGNED STORAGE DEPTH.

AFTER THE CONTRIBUTING DRAINAGE AREA HAS BEEN PROPERLY STABILIZED, REMOVE ALL BAFFLE MATERIALS AND UNSTABLE SEDIMENT DEPOSITS, BRING THE AREA TO GRADE, AND STABILIZE IT.

STABILIZATION NOTES

1. ALL DISTURBED AREAS WILL BE STABILIZED WITHIN 15 WORKING DAYS OF CEASE OF ANY PHASE OF ACTIVITY AND SLOPES WITHIN 21 CALENDAR DAYS.

PERMANENT SEEDING SCHEDULE - MIXTURE 5CP

SPECIES	RATE (LB/ACRE)
CENTPEDE GRASS	10-20

Seeding Dates
MARCH - JUNE

Soil Amendments
APPLY LIME AND FERTILIZER ACCORDING TO SOIL TESTS, OR APPLY 300 LB/ACRE 10-10-10 FERTILIZER.

Mulch
DO NOT MULCH.

Maintenance
FERTILIZE VERY SPARINGLY LB/ACRE NITROGEN IN SPRING WITH NO PHOSPHORUS. CENTPEDE GRASS CANNOT TOLERATE HIGH PH OR EXCESS FERTILIZER.

TEMPORARY SEEDING-LATE WINTER/EARLY SPRING

WINTER AND EARLY SPRING

SPECIES	RATE (LB/ACRE)
Rye (GRAIN)	120
*ANNUAL LESPEDEZA (KOBÉ IN PIEDMONT AND COASTAL PLAIN, KOREAN IN MOUNTAINS)	50

*OMIT ANNUAL LESPEDEZA WHEN DURATION OF TEMPORARY COVER IS NOT TO EXCEED BEYOND JUNE.

SUMMER

SPECIES	RATE (LB/ACRE)
GERMAN MILLET	40

FALL

SPECIES	RATE (LB/ACRE)
RYE (GRAIN)	120

Seeding dates

COASTAL PLAIN - DEC.1-APR. 15 - LATE WINTER AND EARLY SPRING
APRIL 15 - AUG. 15 - SUMMER
AUG. 15 - DEC. 30 - FALL

Soil amendments

FOLLOW RECOMMENDATIONS OF SOIL TESTS OR APPLY 2,000 LB/ACRE GROUND AGRICULTURAL LIMESTONE AND 750 LB/ACRE 10-10-10 FERTILIZER.

Mulch

APPLY 4,000 LB/ACRE STRAW. ANCHOR STRAW BY TACKING WITH ASPHALT, NETTING OR A MULCH ANCHORING TOOL. A DISK WITH BLADES SET NEARLY STRAIGHT CAN BE USED AS A MULCH ANCHORING TOOL.

Maintenance

REFERTILIZE IF GROWTH IS NOT FULLY ADEQUATE. RESEED, REFERTILIZE AND MULCH IMMEDIATELY FOLLOWING EROSION OR OTHER DAMAGE.

GENERAL GRADING NOTES

1. REASONABLE CARE HAS BEEN EXERCISED IN SHOWING THE LOCATION OF EXISTING UTILITIES ON THE PLANS. THE EXACT LOCATION OF SUCH UTILITIES IS NOT KNOWN IN ALL CASES. THE CONTRACTOR SHALL EXPLORE THE AREA AHEAD OF THE DITCHING OPERATION BY OBSERVATIONS, ELECTRONIC DEVICES, HAND DIGGING AND BY PERSONAL CONTACT WITH THE UTILITY COMPANIES IN ORDER TO LOCATE EXISTING UTILITIES IN ADVANCE OF THE TRENCHING OPERATIONS SO AS TO AVOID AND PREVENT DAMAGE TO THE EXISTING UTILITIES. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL COST RESULTING FROM ANY DAMAGE TO THE EXISTING UTILITY LINES INCLUDING BUT NOT LIMITED TO REPAIRS AND LOSS SERVICE REVENUE. CONTRACTOR SHALL ARRANGE FOR TEMPORARY SUPPORT OF EXISTING UTILITIES, SUCH AS POLES, CONDUITS, FIBER OPTIC CABLES, TELEPHONE CABLES, WATER LINES, ETC..
2. CONTRACTOR SHALL COMPLY WITH THE LATEST REVISIONS AND INTERPRETATIONS OF THE DEPARTMENT OF LABOR SAFETY AND HEALTH REGULATIONS FOR CONSTRUCTION PROMULGATED UNDER THE OCCUPATIONAL SAFETY AND HEALTH ACT.
3. CONTRACTOR SHALL PLAN AND CONSTRUCT WORK SO AS TO CAUSE MINIMUM INCONVENIENCE TO THE OWNER AND THE PUBLIC. THE CONTRACTOR SHALL PROVIDE, ERECT AND MAINTAIN AT ALL TIMES DURING THE PROGRESS OR TEMPORARY SUSPENSION OF WORK, SUITABLE BARRIERS, FENCES, SIGNS OR OTHER ADEQUATE PROTECTION, INCLUDING FLAG MEN AND WATCHMEN AS NECESSARY TO INSURE THE SAFETY OF THE PUBLIC AS WELL AS THOSE ENGAGED IN THE CONSTRUCTION WORK. CONSTRUCTION SIGNING SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF "CONSTRUCTION AND MAINTENANCE OPERATIONS SUPPLEMENT TO THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES" BY THE NDOT.
4. ALL MATERIAL CLEARED AND GRUBBED BY THE CONTRACTOR IN ORDER TO CONSTRUCT THE WORK, SUCH AS TREES, VEGETATION, FENCING, ETC., SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND SHALL BE PROPERLY DISPOSED OF OFF-SITE OR BURNED IF PROPER PERMITS ARE RECEIVED.

SITE NOTES

1. ANY DISCREPANCY IN THIS PLAN AND ACTUAL FIELD CONDITIONS SHALL BE REPORTED TO THE OWNER PRIOR TO START OF CONSTRUCTION. GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFICATION OF ALL SETBACKS, EASEMENTS AND DIMENSIONS SHOWN HEREON BEFORE BEGINNING CONSTRUCTION.
2. THE GENERAL CONTRACTOR SHALL CONTACT ALL OWNERS OF EASEMENTS, UTILITIES AND E.O.W.'S PUBLIC OR PRIVATE, PRIOR TO WORKING IN THESE AREAS.
3. CONTRACTOR SHALL MAINTAIN THE SITE IN A MANNER SO THAT WORKMEN AND PUBLIC SHALL BE PROTECTED FROM INJURY, AND ADJOINING PROPERTY PROTECTED FROM DAMAGE.
4. ACCESS TO UTILITIES, FIRE HYDRANTS, STREET LIGHTING, ETC., SHALL REMAIN UNDISTURBED, UNLESS COORDINATED WITH THE RESPECTIVE UTILITY.
5. DO NOT SCALE THIS DRAWING AS IT IS A REPRODUCTION AND SUBJECT TO DISTORTION.
6. THE GENERAL CONTRACTOR SHALL REMOVE ALL DEBRIS FROM THE SITE UPON COMPLETION OF THE PROJECT AND AT LEAST ONCE A WEEK DURING CONSTRUCTION.
7. THE GENERAL CONTRACTOR SHALL KEEP THE AREA OUTSIDE THE "CONSTRUCTION LIMITS" BROOM CLEAN AT ALL TIMES.
8. CONTRACTOR SHALL MAINTAIN AN "AS-BUILT" SET OF DRAWINGS TO RECORD THE EXACT LOCATION OF ALL PIPING PRIOR TO CONCEALMENT. DRAWINGS SHALL BE GIVEN TO THE OWNER UPON COMPLETION OF THE PROJECT WITH A COPY OF THE TRANSMITTAL LETTER TO THE ENGINEER.
9. IF DEPARTURES FROM THE SPECIFICATIONS OR DRAWINGS ARE DEEMED NECESSARY BY THE CONTRACTOR, DETAILS OF SUCH DEPARTURES AND REASONS THEREOF SHALL BE GIVEN TO THE OWNER FOR REVIEW, NO DEPARTURES FROM THE CONTRACT DOCUMENT SHALL BE MADE WITHOUT THE PERMISSION OF THE OWNER.
10. CONTRACTOR SHALL VERIFY LOCATION AND ELEVATION OF ALL UNDERGROUND UTILITIES. THE LOCATION OF ALL EXISTING UTILITIES ARE NOT NECESSARILY SHOWN ON PLANS AND WHERE SHOWN ARE ONLY APPROXIMATE. THE CONTRACTOR SHALL ON HIS INITIATIVE AND AT NO EXTRA COST HAVE LOCATED ALL UNDERGROUND LINES AND STRUCTURES AS NECESSARY. NO CLAIMS FOR DAMAGES OR EXTRA COMPENSATION SHALL ACCRUE TO THE CONTRACTOR FROM THE PRESENCE OF SUCH PIPE OTHER OBSTRUCTIONS OR FROM DELAY DUE TO REMOVAL OR REARRANGEMENT OF THE SAME. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGE TO UNDERGROUND STRUCTURES. CONTACT NORTH CAROLINA ONE CALL" TOLL FREE 1-800-632-4949 AT LEAST 48 HOURS PRIOR TO CONSTRUCTION. THE CONTRACTOR IS RESPONSIBLE FOR CONTACTING ALL NONSUBSCRIBING UTILITIES.
11. ALL PERMITS RELATIVE TO PROJECT MUST BE OBTAINED, PRIOR TO CONSTRUCTION
12. ALL CONSTRUCTION TO BE IN ACCORDANCE WITH PERMITS ISSUED AND APPLICABLE STATE, COUNTY, AND LOCAL CODES.
13. FOR BUILDING DIMENSIONS, SEE ARCHITECTURAL DRAWINGS.
14. ALL DIMENSIONS AND RADII ARE TO OUTSIDE FACE OF BUILDING OR TO FACE OF CURB UNLESS OTHERWISE NOTED.
15. THE CONTRACTOR SHALL OBTAIN AND PAY FOR ALL INSPECTIONS, CERTIFICATIONS, EQUIPMENT, ETC., THAT MAY BE REQUIRED.
16. THE ENGINEER AND/OR OWNER DISCLAIM ANY ROLE IN THE CONSTRUCTION MEANS AND METHODS ASSOCIATED WITH THE PROJECT AS SET FORTH IN THESE PLANS.

GENERAL STORM SEWER NOTES

1. ALL STORM SEWERS SHALL BE CONSTRUCTED IN ACCORDANCE WITH PENDER COUNTY AND THE STATE OF NORTH CAROLINA REQUIREMENTS AS SPECIFIED ON THE DRAWINGS AND IN THE PROJECT SPECIFICATIONS.
2. BEDDING FOR ALL STORM SEWER PIPE SHALL BE AS SPECIFIED ON THE DRAWINGS, PROJECT SPECIFICATIONS, AND MANUFACTURER SPECIFICATIONS.
3. ALL STORM SEWER PIPES ON PRIVATE PROPERTY TO BE HDPE ADS N-12 OR EQUIVALENT, UNLESS OTHERWISE SPECIFIED. ALL STORM SEWER PIPES LOCATED WITHIN THE PUBLIC ROW TO BE RCP CLASS III.
4. ALL STORM SEWER PIPES SHOWN AS RCP ON THE PLANS SHALL BE REINFORCED CONCRETE PIPE CONFORMING TO ASTM C-76, UNLESS INDICATED OTHERWISE ON PLANS.

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

EXISTING UTILITY NOTES

1. IT IS THE RESPONSIBILITY OF THE GENERAL CONTRACTOR TO VERIFY THE ACTUAL LOCATION AND AVAILABILITY OF ALL EXISTING AND PROPOSED UTILITIES IN THE FIELD PRIOR TO GROUND BREAKING.
2. EXISTING UTILITIES AND STRUCTURES SHOWN, BOTH UNDERGROUND AND ABOVE GROUND, ARE BASED ON A FIELD SURVEY AND THE BEST AVAILABLE RECORD DRAWINGS. THE CONTRACTOR SHALL FIELD VERIFY FIELD CONDITIONS PRIOR TO BEGINNING RELATED CONSTRUCTION. ANY DISCREPANCIES SHALL BE REPORTED TO THE OWNER'S REPRESENTATIVE IMMEDIATELY.

UTILITY CONTACTS:

1. CONTACT THE NORTH CAROLINA ONE CALL CENTER PRIOR TO DOING AND DIGGING. 1-800-632-4949

NOTICE REQUIRED

ALL EXISTING UNDERGROUND UTILITIES SHALL BE PHYSICALLY LOCATED BY CONTRACTOR PRIOR TO THE BEGINNING OF ANY CONSTRUCTION IN THE VICINITY OF SAID UTILITIES. CONTRACTORS SHALL NOTIFY OPERATORS WHO MAINTAIN UNDERGROUND UTILITY LINES IN THE AREA OF PROPOSED EXCAVATION AT LEAST TWO WORKING DAYS, BUT NOT MORE THAN TEN WORKING DAYS PRIOR TO ANY EXCAVATION OR DEMOLITION.

CONTACT "CAROLINA ONE CALL" AT 1-800-632-4949

EMERGENCY DIAL 911

POLICE - FIRE - RESCUE



No.	Revision	Date	By

Designer	GSP	Scale	
Drawn By	GSP	Date	January 2018
License #	P-0718	Job No.	2016-0001

Topsail Township	Pender County	North Carolina
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WYNDWATER

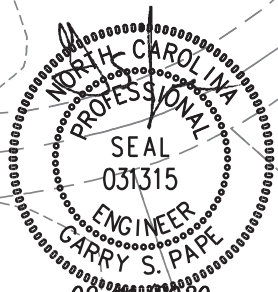
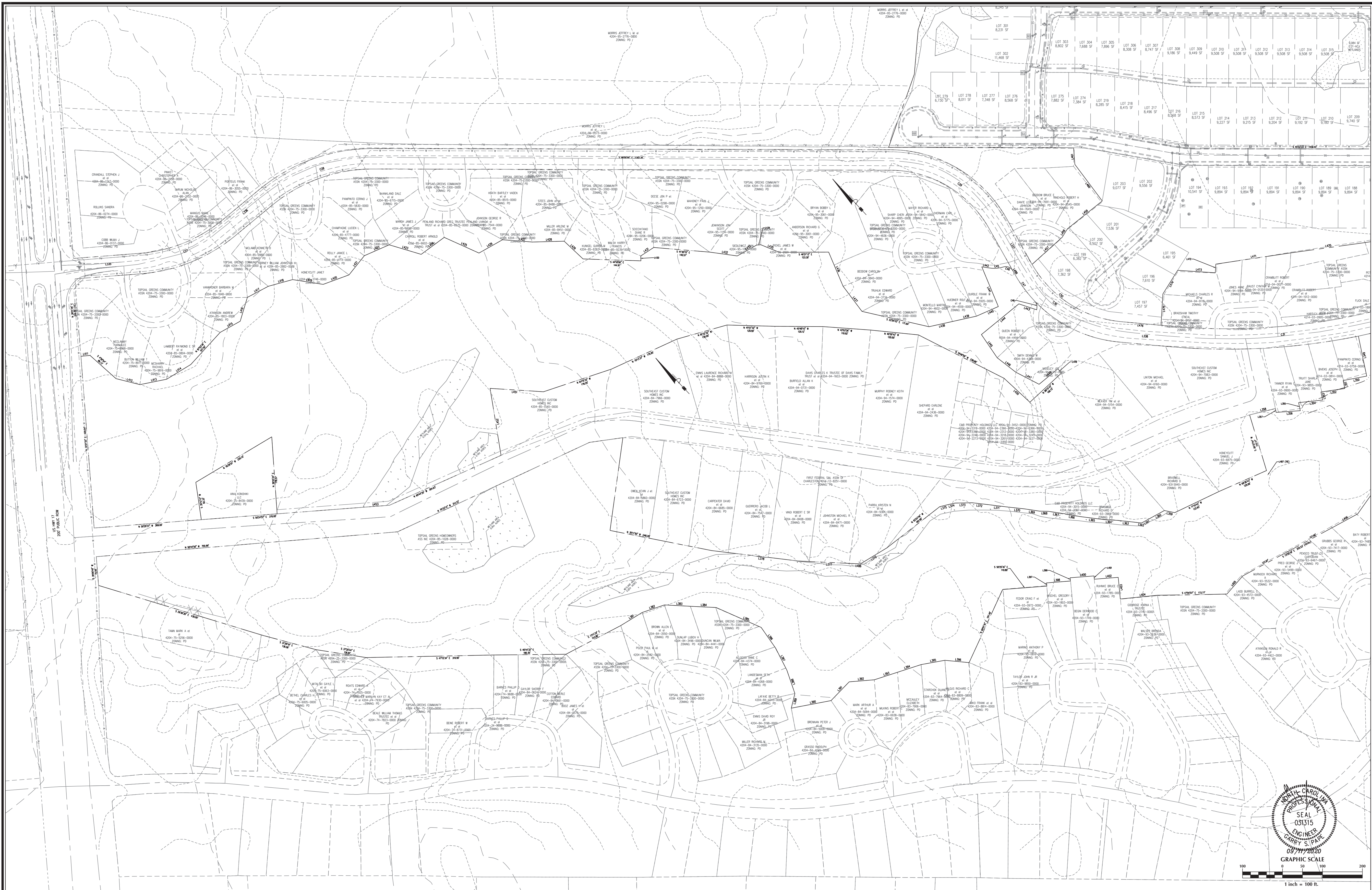
GENERAL NOTES

PREPARED FOR:
SIGNATURE TOP SAIL NC, LP
93378 KATY FREEWAY #377
HOUSTON, TX 77024
713-789-0466

GSP CONSULTING, PLLC
ENGINEERING
6626 Gordon Road Unit C Wilmington, North Carolina 28411 tel: 910-442-7870 fax: 910-799-6659

Sheet No.

C-1



No.	Revision	Date	By

Designer	GSP	Scale	1" = 100'
Drawn By	GSP	Date	January 2018
License #	P-0718	Job No.	2016-0001

WYNDWATER

Topsail Township

Pender County

North Carolina

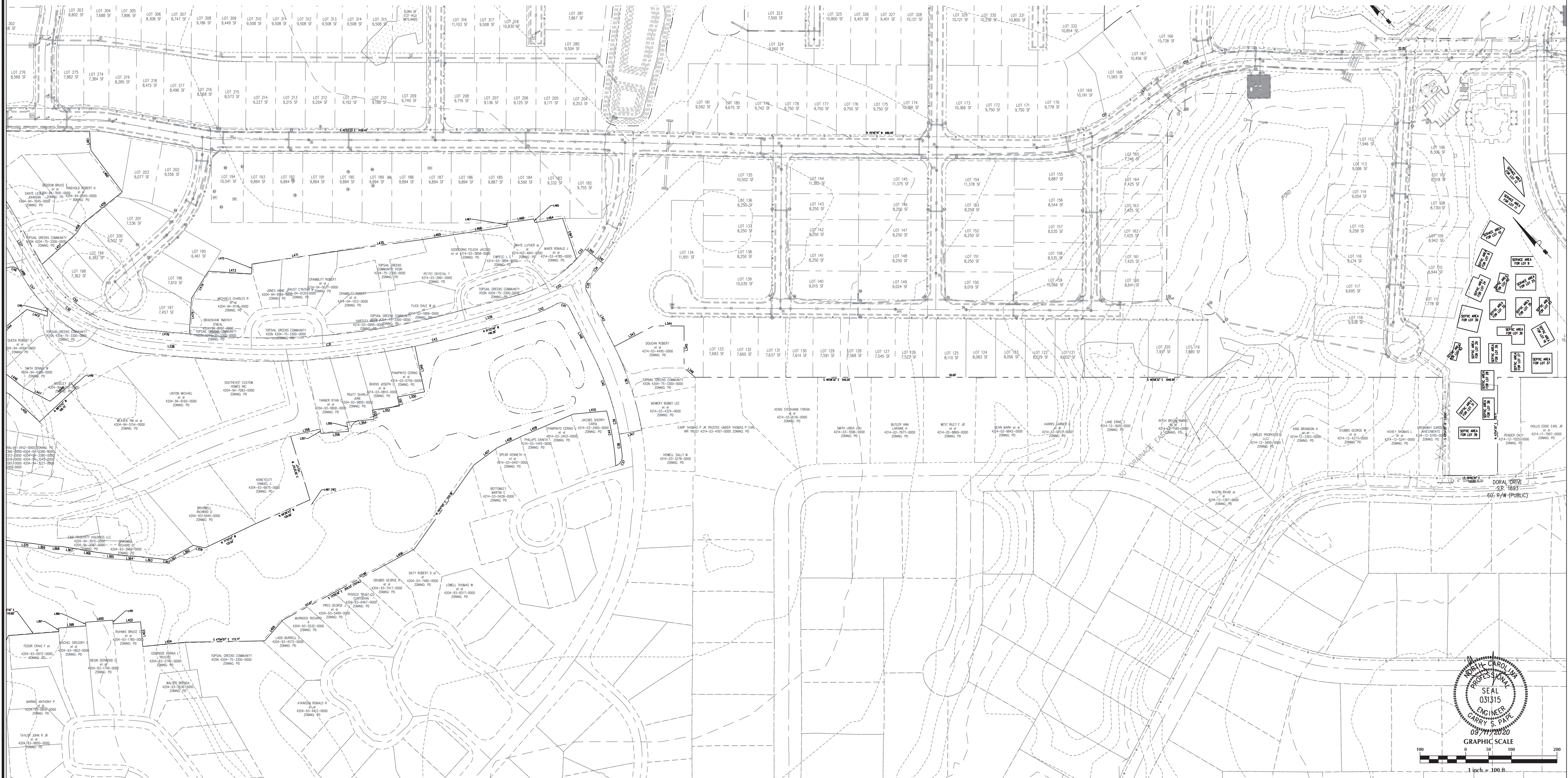
EXISTING CONDITIONS

PREPARED FOR:
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713-789-0466

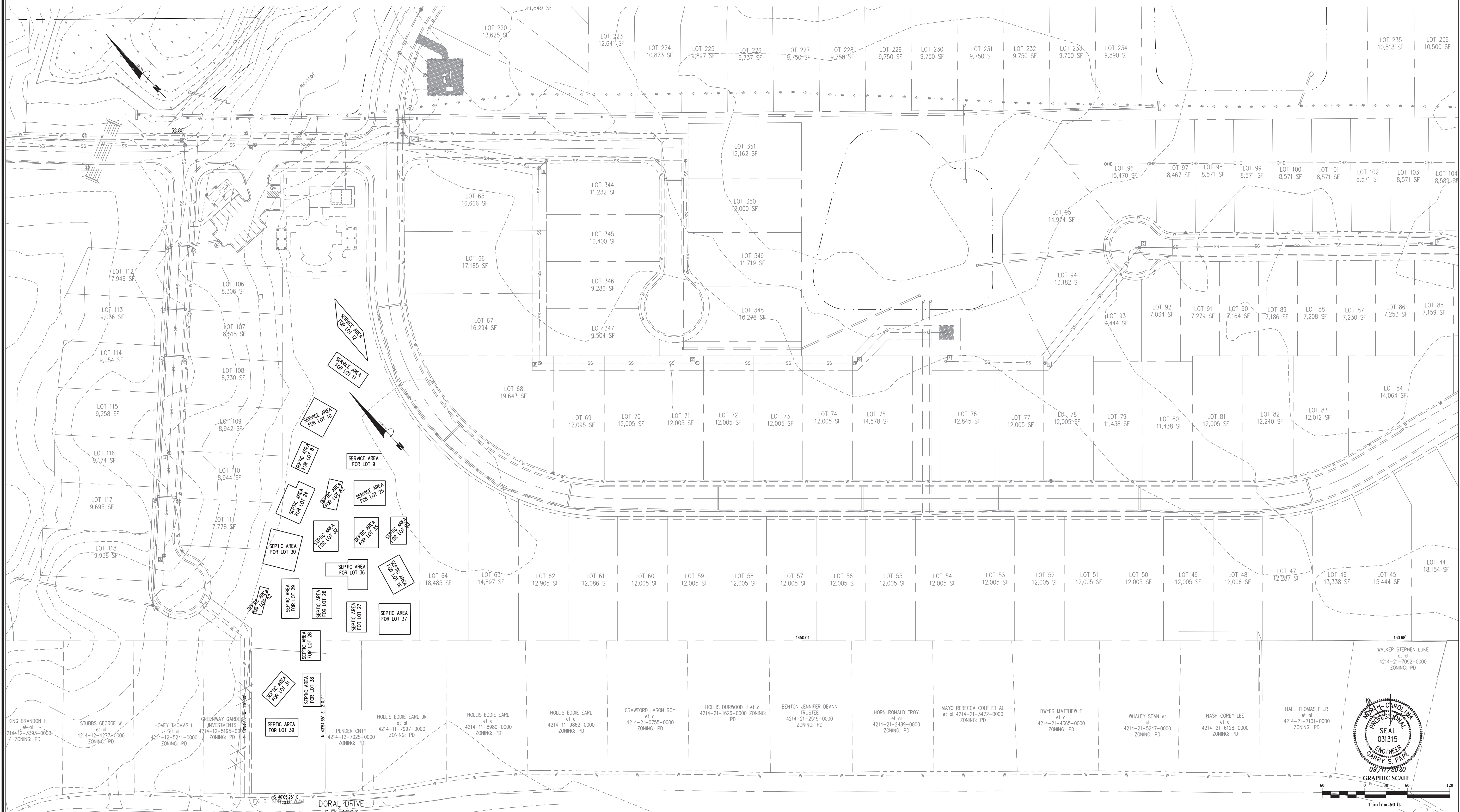
GSP CONSULTING, PLLC
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6626 Gordon Road Unit C Wilmington, North Carolina 28411 tel: 910-442-7870 fax: 910-799-6659

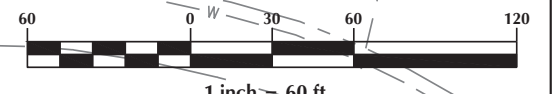
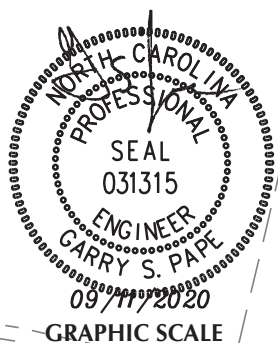
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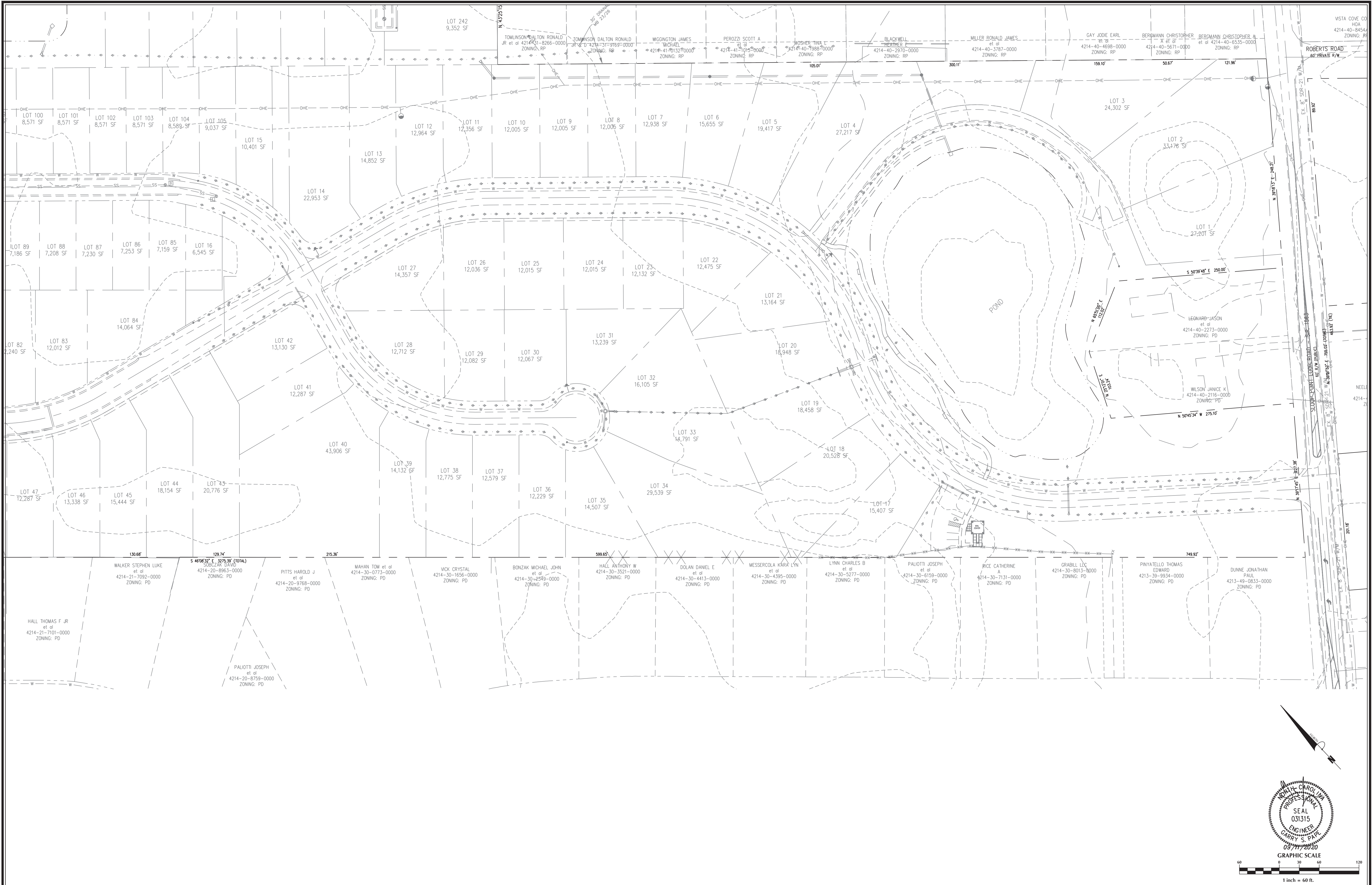


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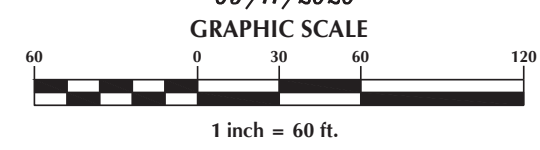
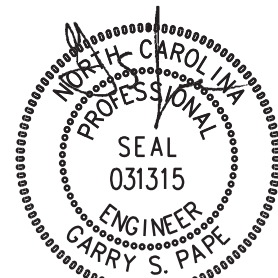
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Drawn By	GSP	Date	January 2018
License #	P-0718	Job No.	2016-0001

WYNDWATER	EXISTING CONDITIONS
Topsail Township	Pender County
North Carolina	

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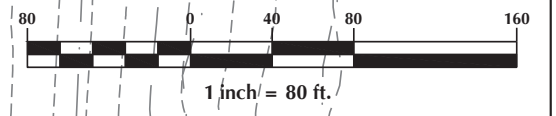
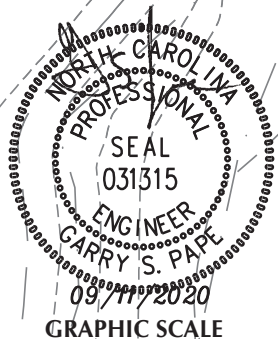
GSP CONSULTING, PLLC ENGINEERING
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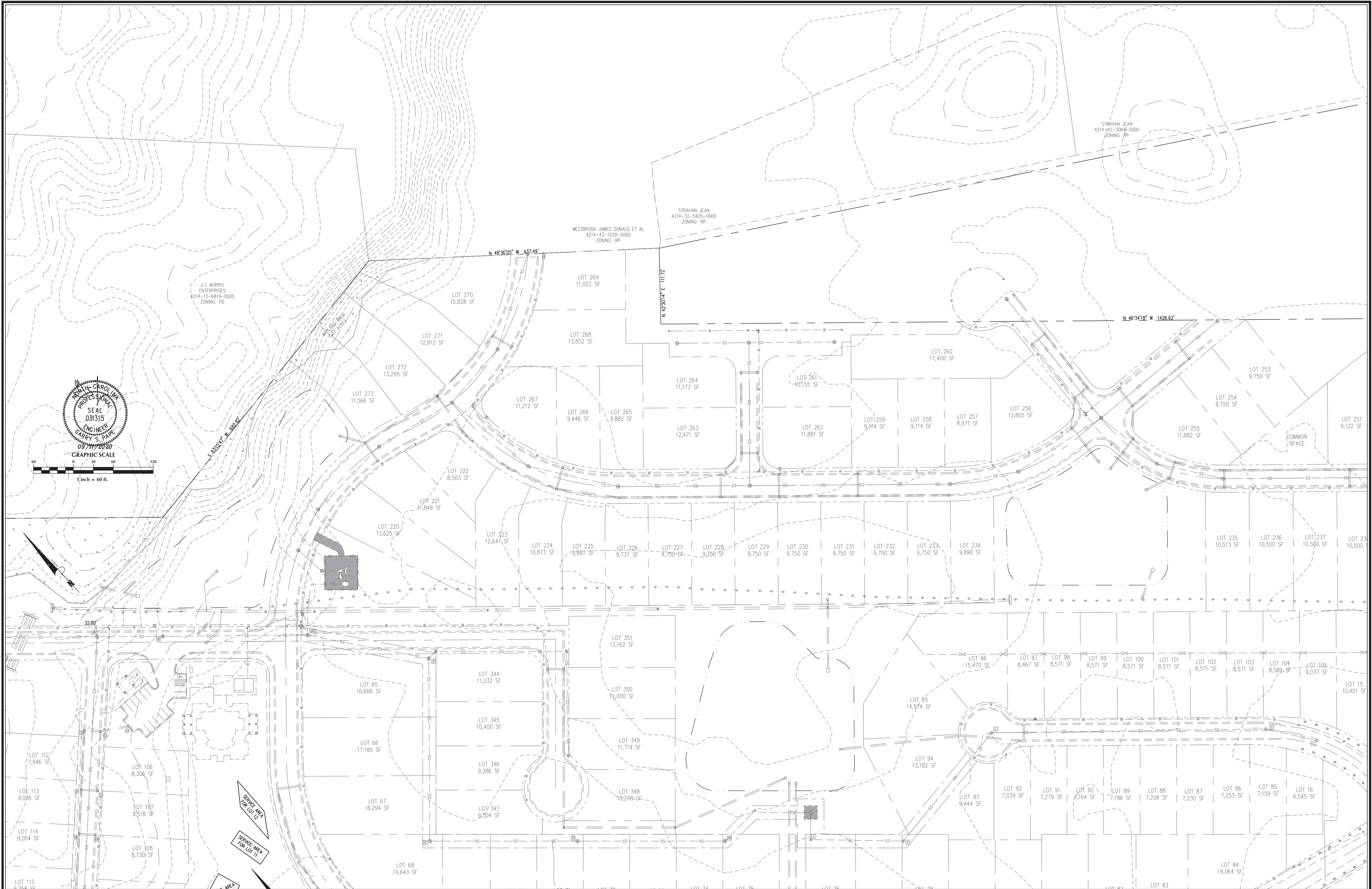
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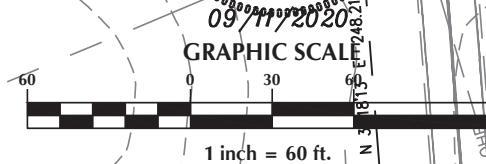
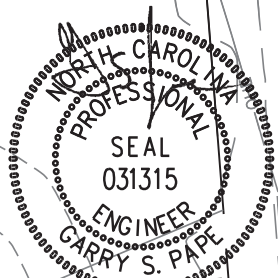


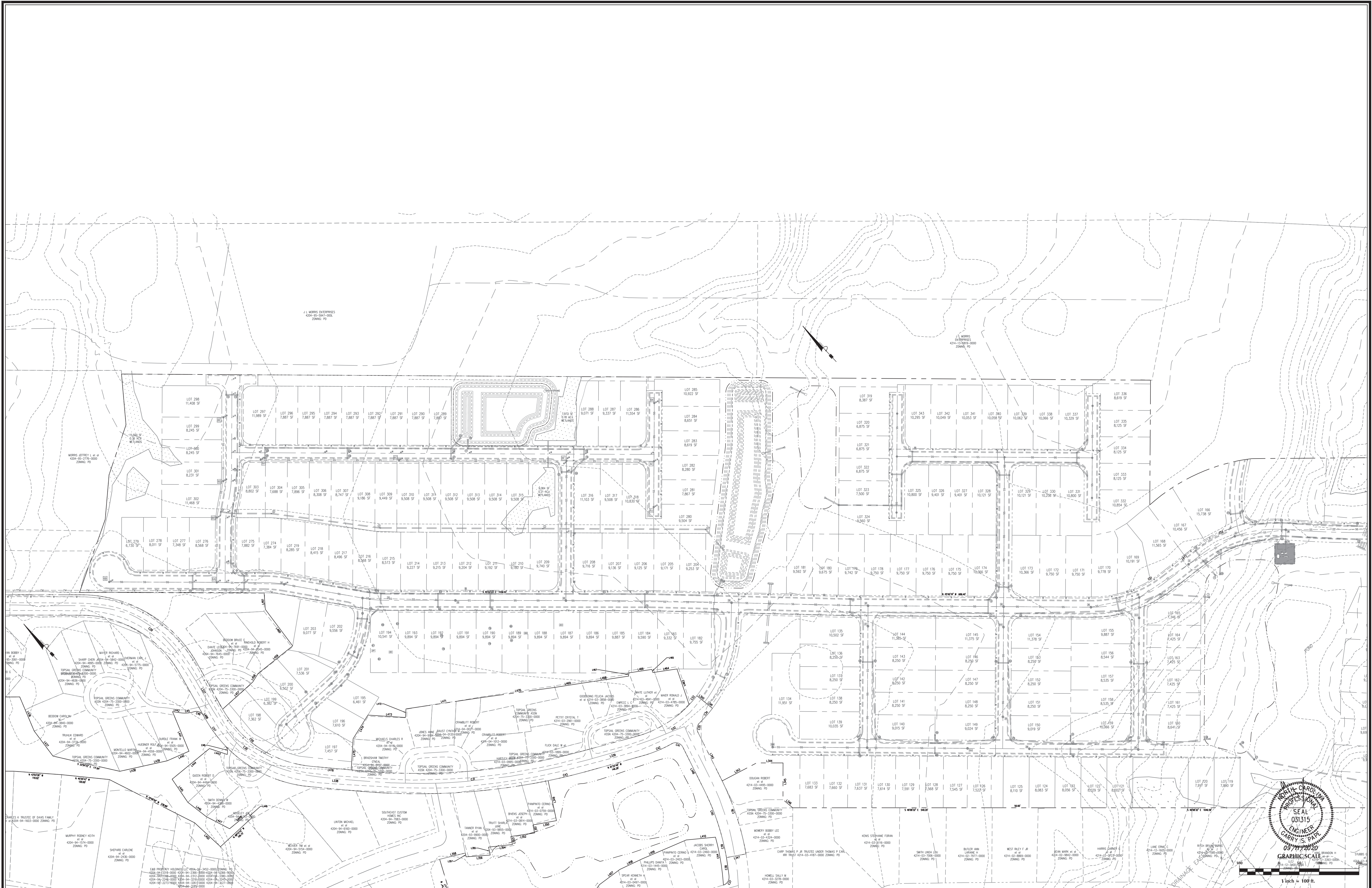


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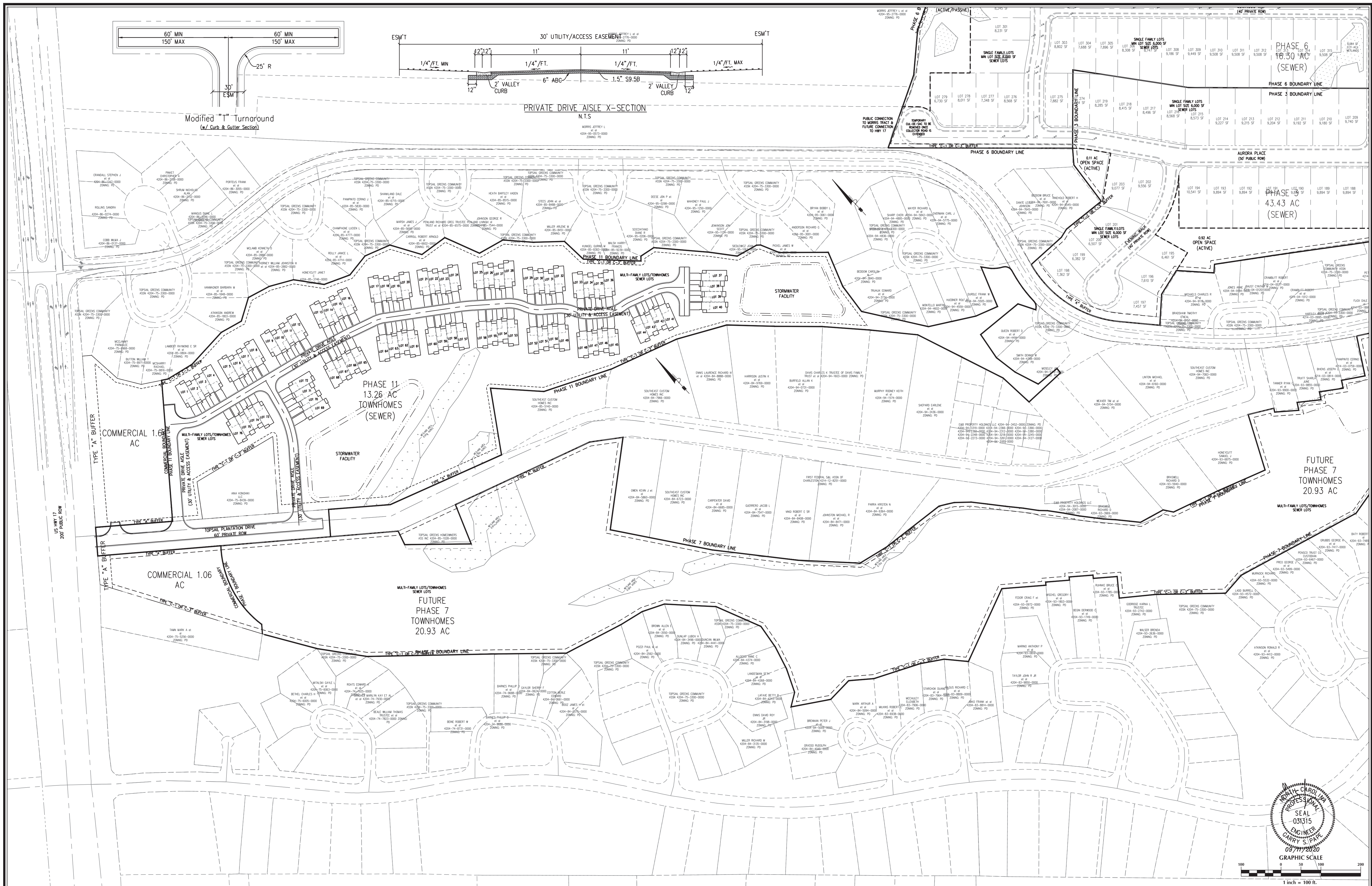


No.	Revision	Date	By	Designer	Scale	1" = 100'
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				GSP	January 2018	
				P-0718	2016-0001	

WYNDWATER	EXISTING CONDITIONS	GSP CONSULTING, PLLC ENGINEERING	Sheet No. C-2.8
Topsail Township	Pender County	6626 Gordon Road Unit C Wilmington, North Carolina 28411 tel: 910-442-7870 fax: 910-799-6659	

PREPARED FOR:
SIGNATURE TOP SAIL N.C. LP
93378 KATY FREEWAY #377
HOUSTON, TX 77024
713-789-0466

Professional Engineer Seal
NORTH CAROLINA
SEAL
031315
ENGINEER
CARRY S. PATRICK
09/11/2020
GRAPHIC SCALE
1 inch = 100 ft.

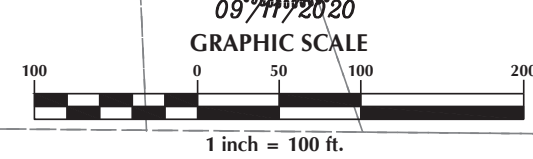
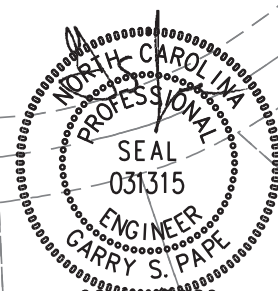


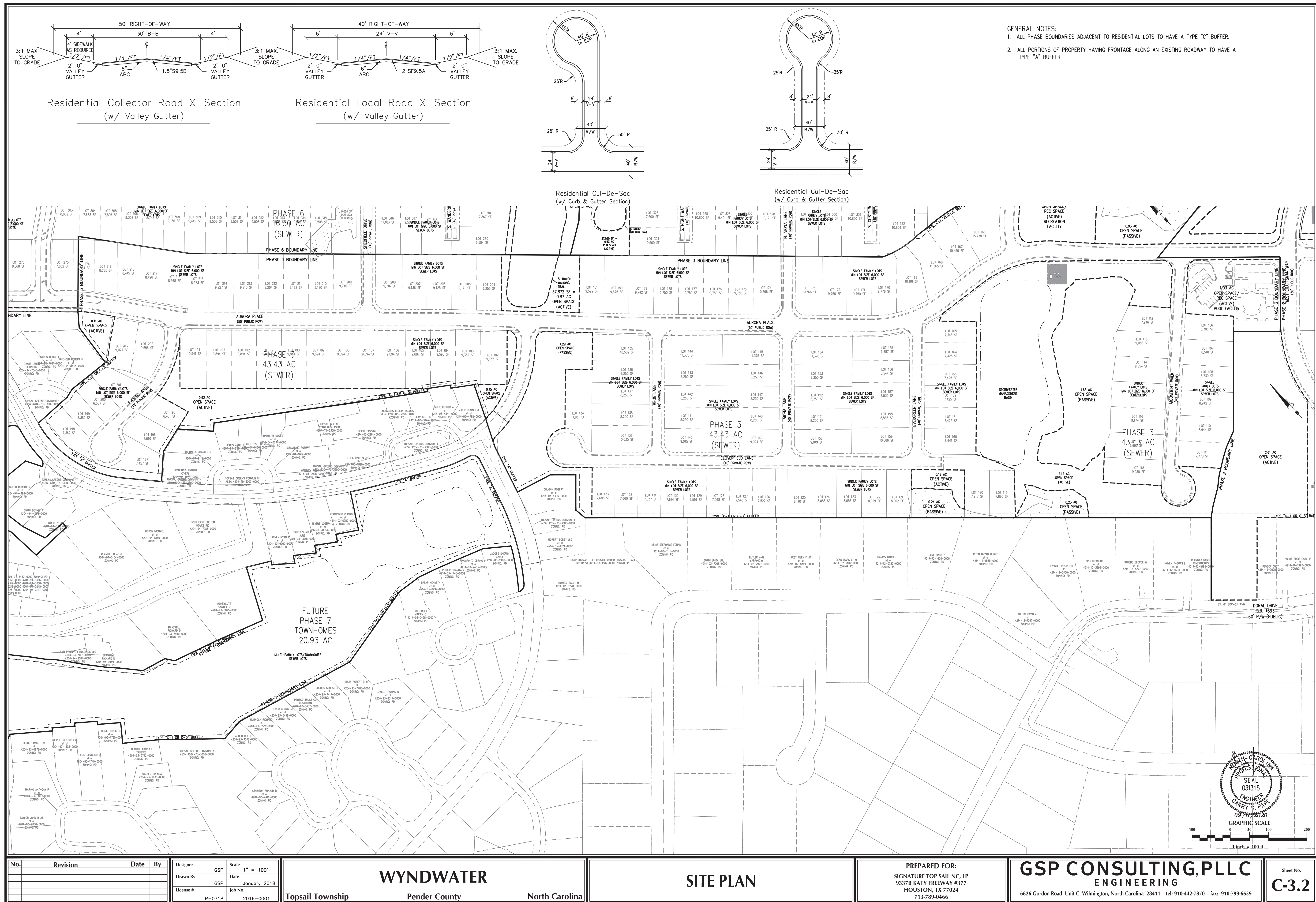
No.	Revision	Date	By

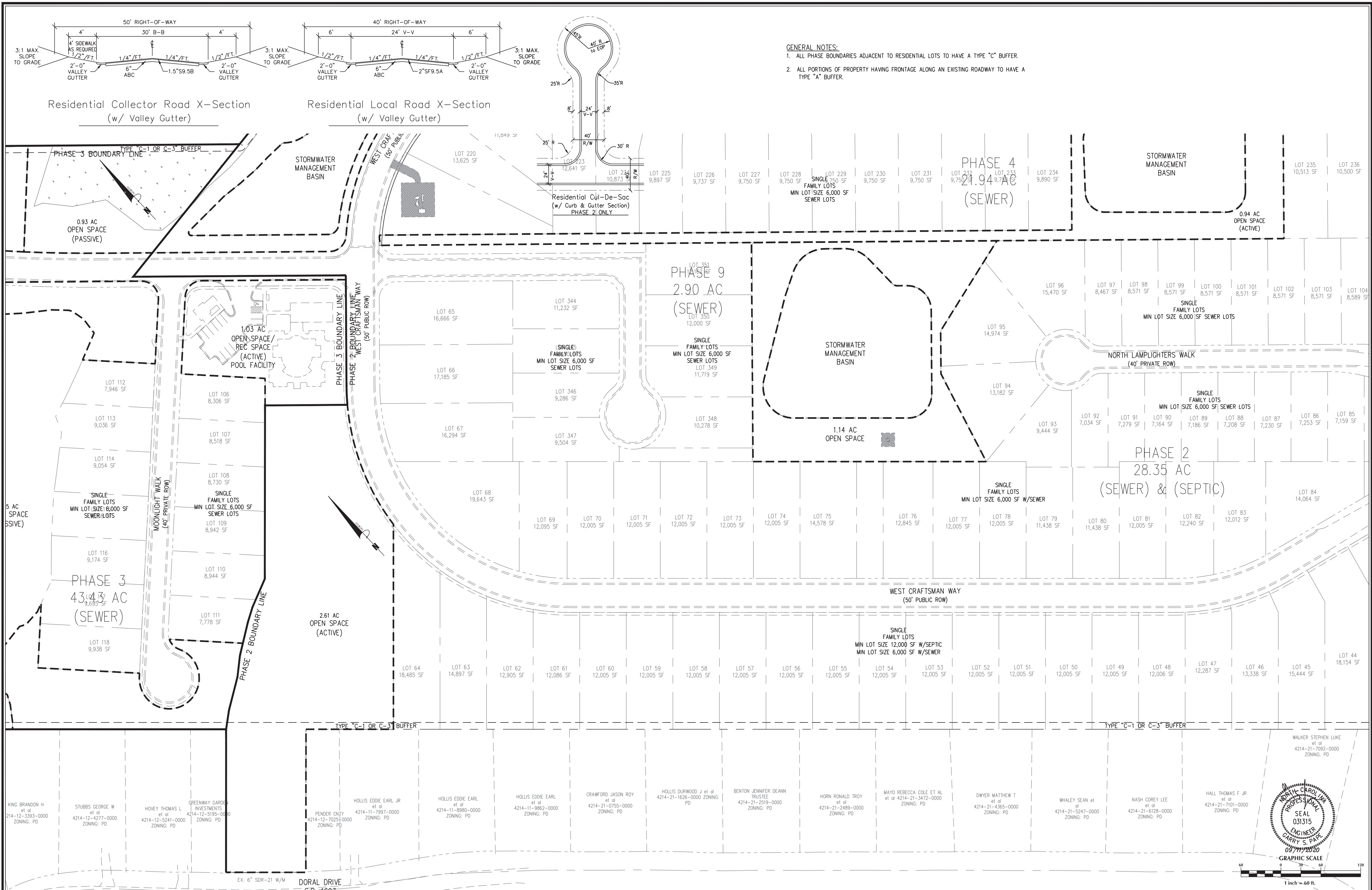
Designer	GSP	Scale	1" = 100'
Drawn By	GSP	Date	January 2018
License #	P-0718	Job No.	2016-0001

WYNDWATER	SITE PLAN
Topsail Township	Pender County
North Carolina	

PREPARED FOR:	GSP CONSULTING, PLLC
SIGNATURE TOP SAIL N.C. LP	ENGINEERING
93378 KATY FREEWAY #377	6626 Gordon Road Unit C Wilmington, North Carolina 28411
HOUSTON, TX 77024	tel: 910-442-7870 fax: 910-799-6659
713-789-0466	







- GENERAL NOTES:
1. ALL PHASE BOUNDARIES ADJACENT TO RESIDENTIAL LOTS TO HAVE A TYPE "C" BUFFER.
 2. ALL PORTIONS OF PROPERTY HAVING FRONTAGE ALONG AN EXISTING ROADWAY TO HAVE A TYPE "A" BUFFER.

No.	Revision	Date	By

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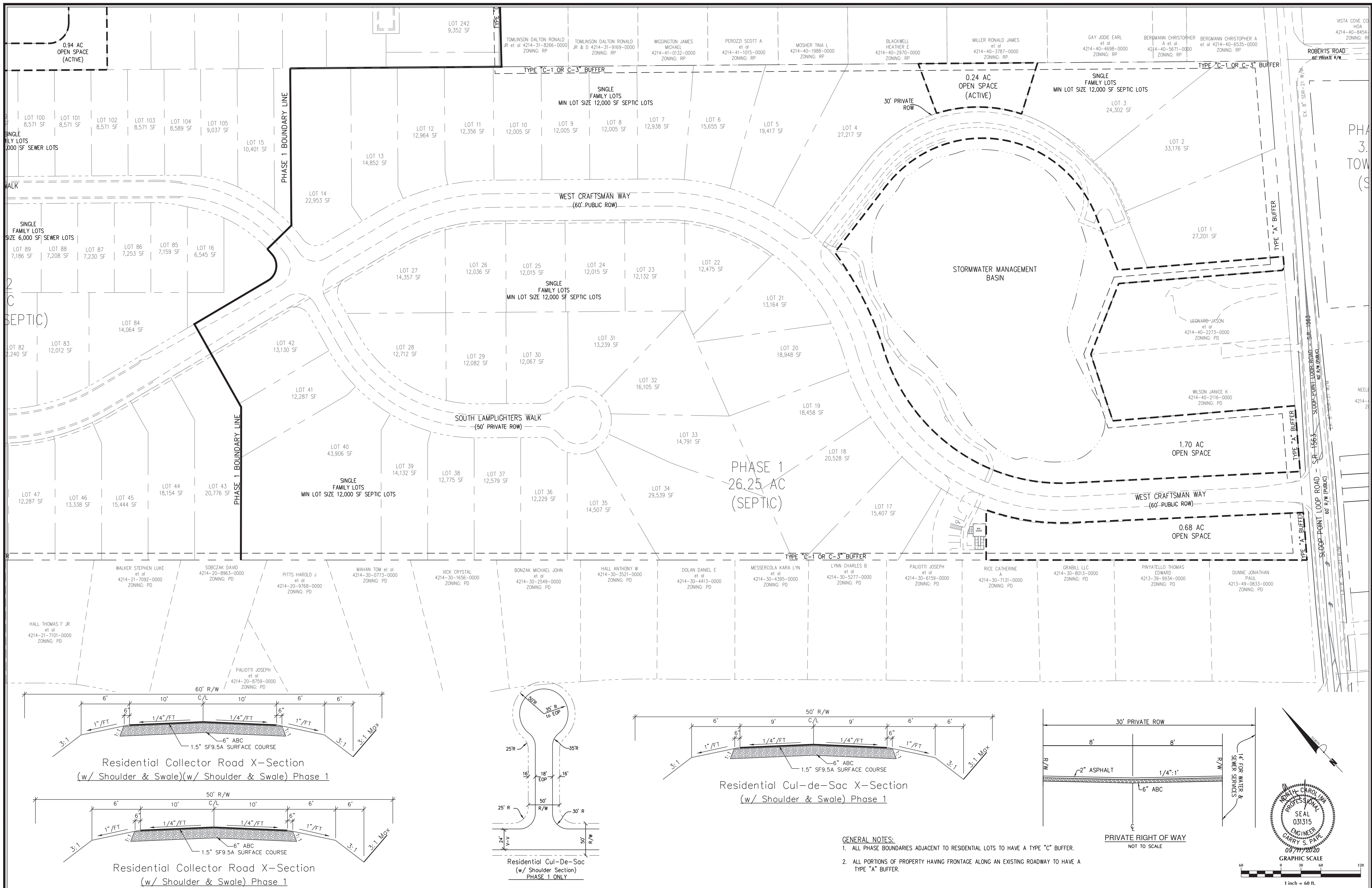
WYNDWATER	North Carolina
Topsail Township	Pender County

SITE PLAN

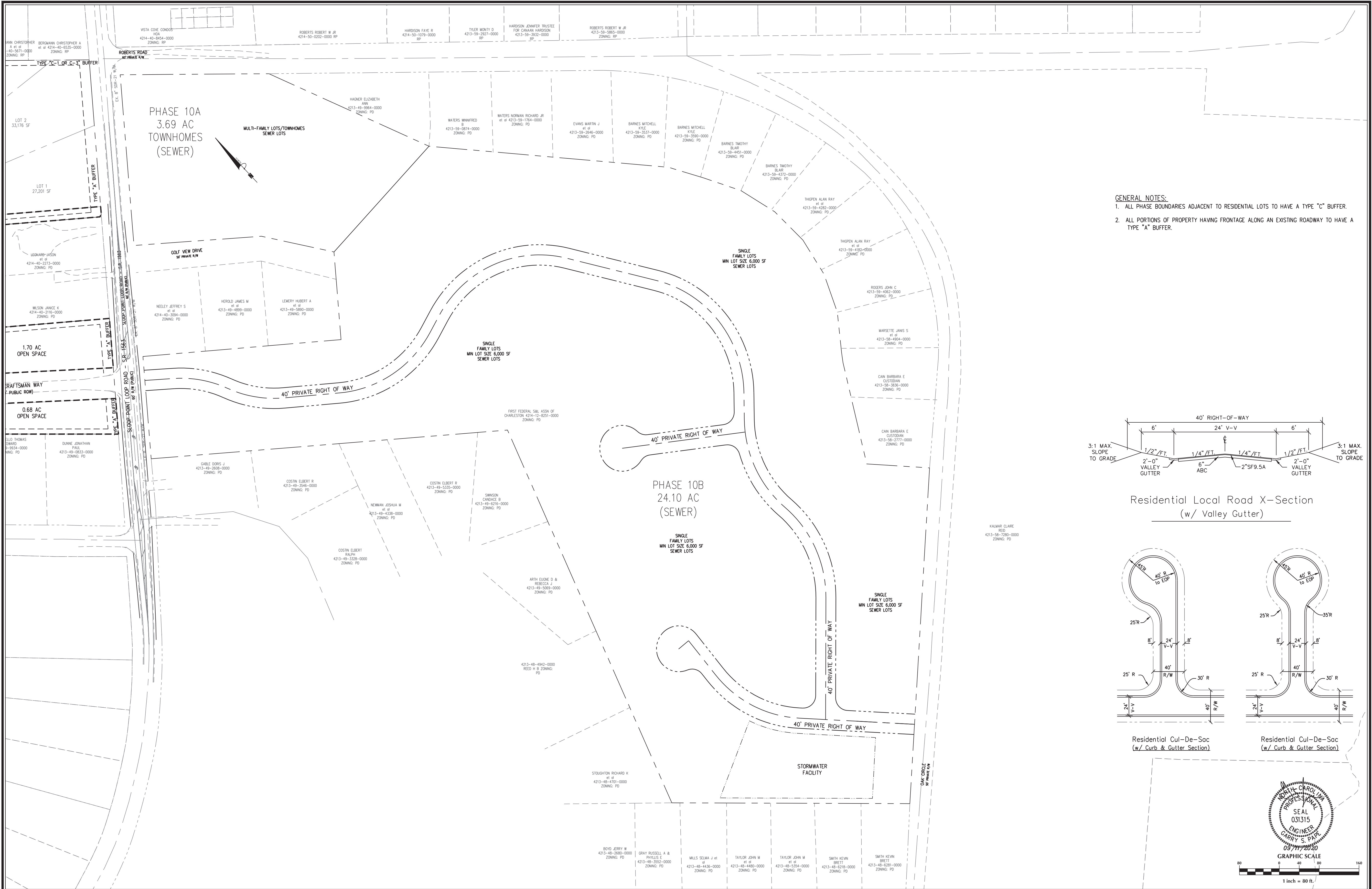
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6626 Gordon Road Unit C Wilmington, North Carolina 28411 tel: 910-442-7870 fax: 910-799-6659	

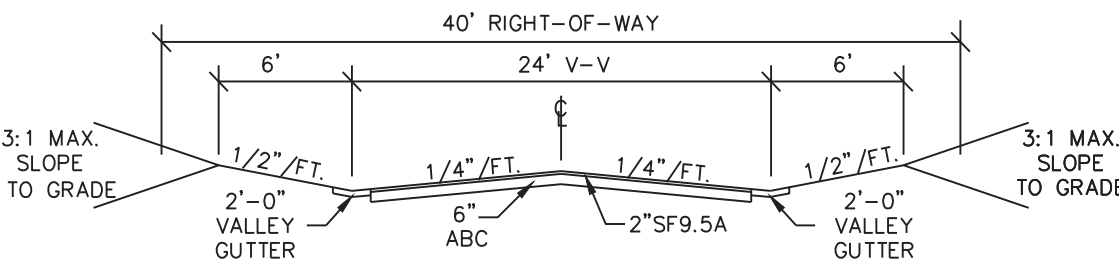
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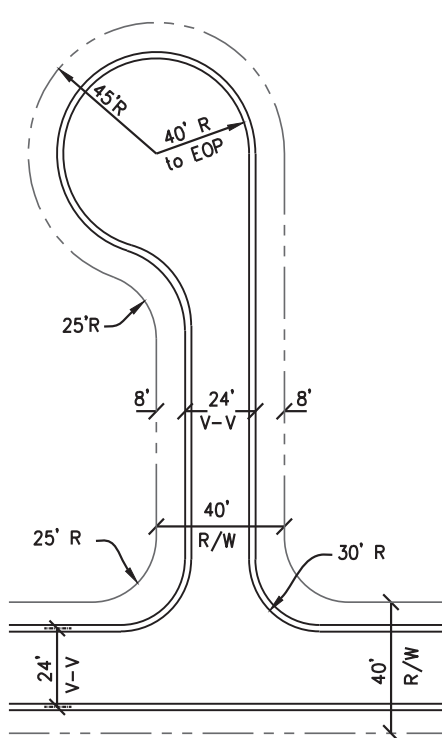
No.	Revision	Date	By	Designer	Scale	WYNDWATER Pender County North Carolina	SITE PLAN	PREPARED FOR: SIGNATURE TOP SAIL NC, LP 9337B KATY FREEWAY #377 HOUSTON, TX 77024 713-789-0466	GSP CONSULTING, PLLC ENGINEERING 6626 Gordon Road Unit C Wilmington, North Carolina 28411 tel: 910-442-7870 fax: 910-799-6659	Sheet No. C-3.4
				GSP	1" = 60'					
				GSP	January 2018					
				P-0718	2016-0001					



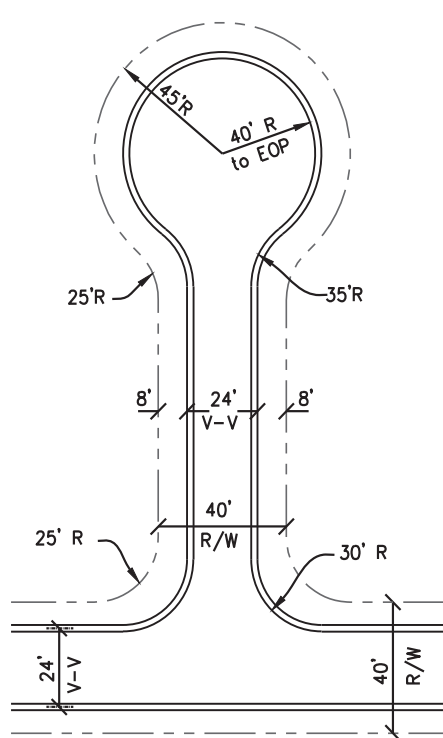
- GENERAL NOTES:
1. ALL PHASE BOUNDARIES ADJACENT TO RESIDENTIAL LOTS TO HAVE A TYPE "C" BUFFER.
 2. ALL PORTIONS OF PROPERTY HAVING FRONTAGE ALONG AN EXISTING ROADWAY TO HAVE A TYPE "A" BUFFER.



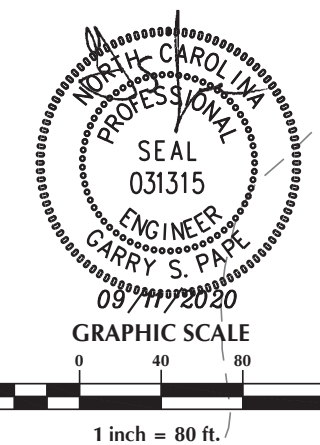
Residential Local Road X-Section
(w/ Valley Gutter)



Residential Cul-De-Sac
(w/ Curb & Gutter Section)

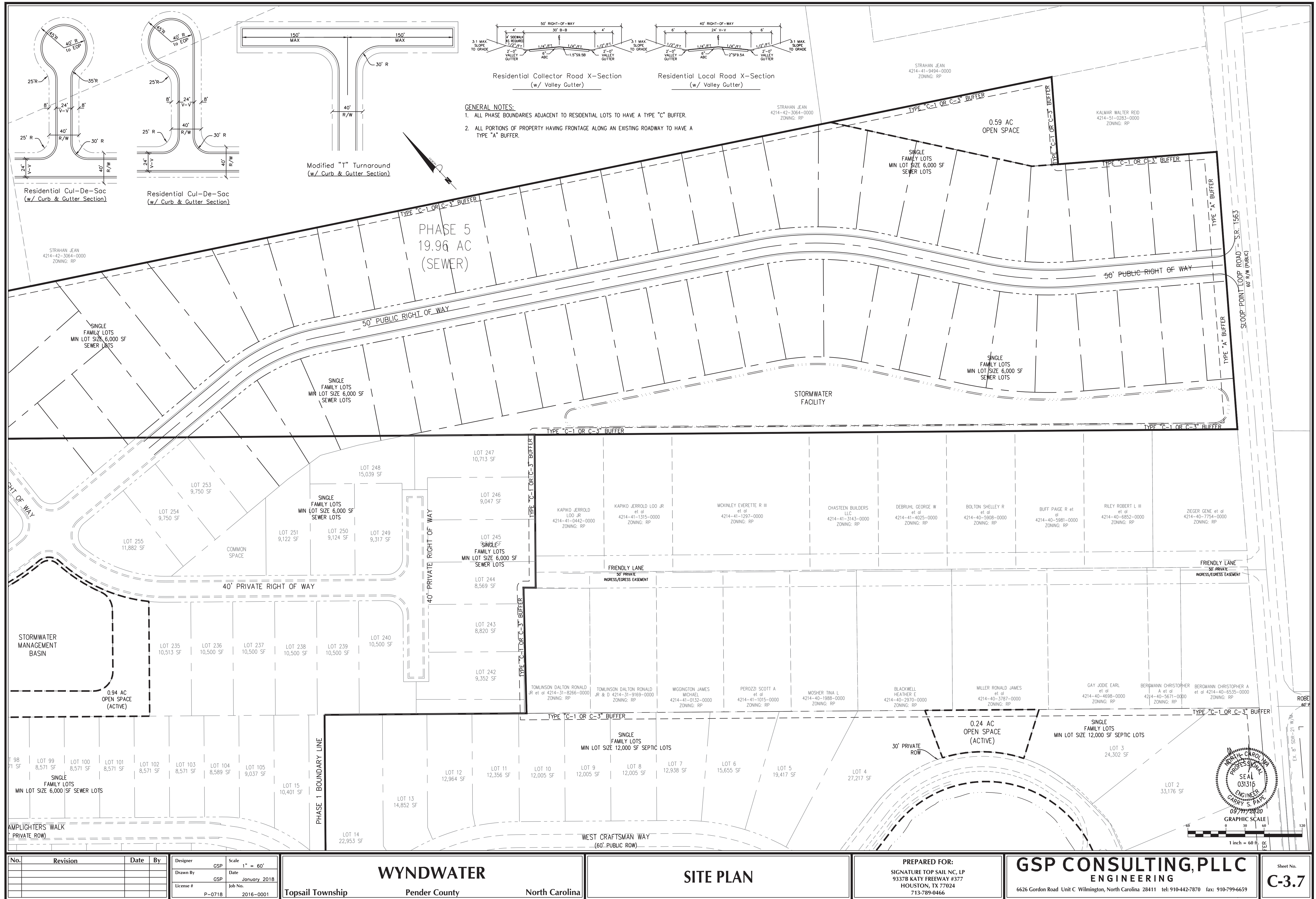


Residential Cul-De-Sac
(w/ Curb & Gutter Section)

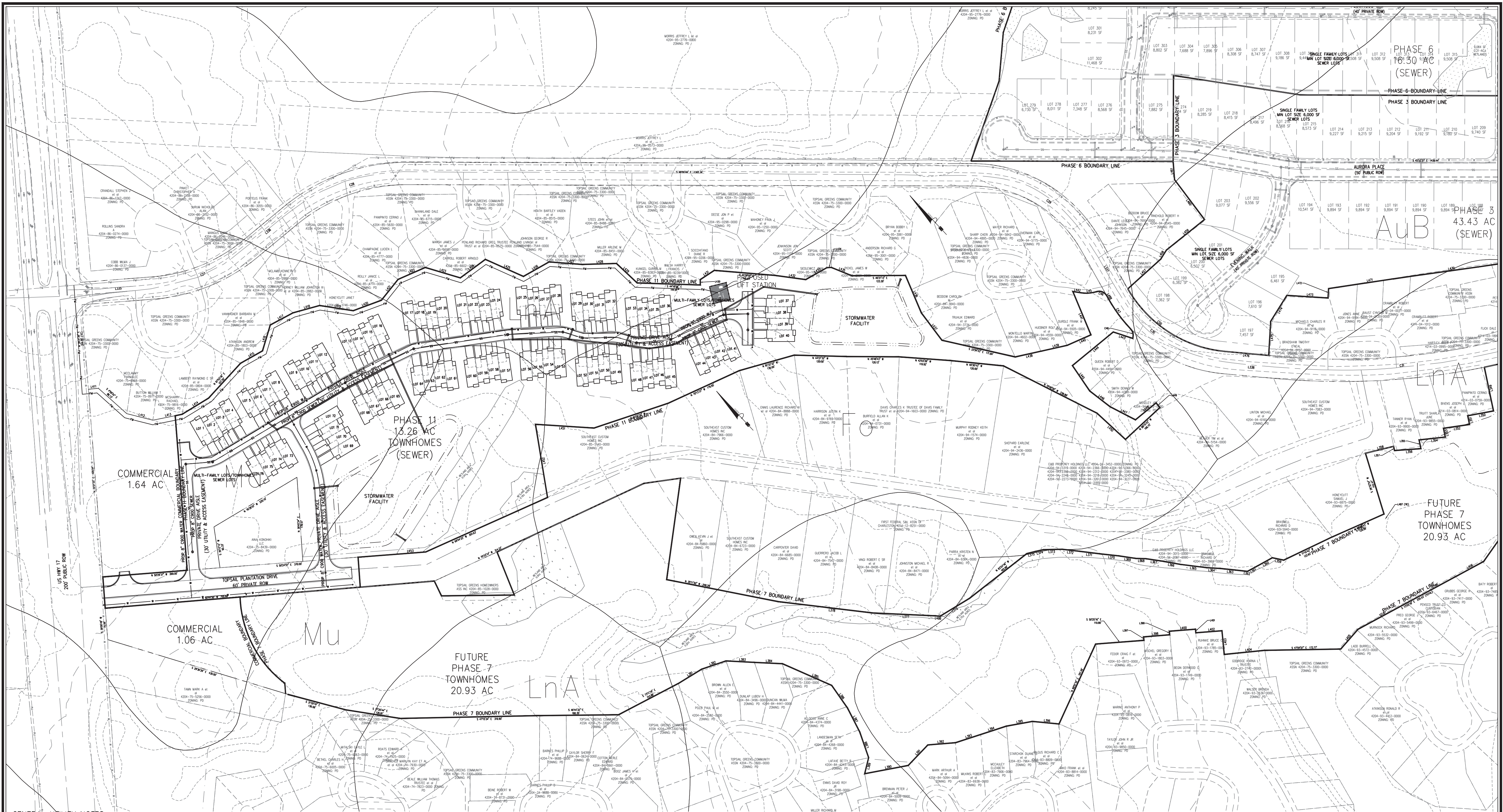


No.	Revision	Date	By	Designer	GSP	Scale	1" = 80'
				Drawn By	GSP	Date	January 2018
				License #	P-0718	Job No.	2016-0001
				Topsail Township			
				Pender County			
				North Carolina			
				WYNDWATER			
				SITE PLAN			
				PREPARED FOR: SIGNATURE TOP SAIL NC, LP 93378 KATY FREEWAY #377 HOUSTON, TX 77024 713-789-0466			
				GSP CONSULTING, PLLC ENGINEERING 6626 Gordon Road Unit C Wilmington, North Carolina 28411 tel: 910-442-7870 fax: 910-799-6659			
				Sheet No. C-3.5			









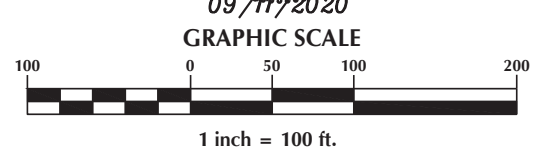
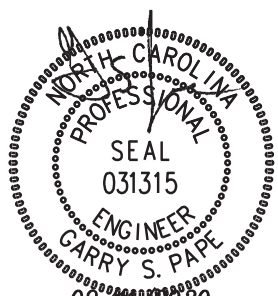
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2. ALL UTILITIES SHALL BE UNDERGROUND.
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5. A HOMEOWNERS ASSOCIATION SHALL BE FORMED TO GUARANTEE CONTINUAL MAINTENANCE OF THE COMMON AREAS AND OPEN SPACE.
6. ALL WATER AND SANITARY SEWER SYSTEMS WILL BE DESIGNED TO MEET PENDER COUNTY AND STATE REQUIREMENTS. FINAL CONSTRUCTION PLANS WILL BE SUBMITTED TO BOTH AGENCIES AND A PERMIT TO CONSTRUCT PRIOR TO UTILITY INSTALLATION.
7. ALL WATERLINES SHOWN WILL BE SIZED IN ACCORDANCE WITH APPLICABLE PENDER COUNTY AND STATE REQUIREMENTS. EXISTING WATERLINE IN SLOOP POINT LOOP ROAD IS 8" SDR-21.
8. SANITARY COMPONENTS WILL REMAIN AT MINIMUM 10' FROM ANY LOT AND/OR PROPERTY LINES.

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1. ALL STORM DRAINAGE WILL BE DESIGNED PER NCDENR & PENDER COUNTY STANDARDS.
2. STORM WATER MEASURES FOR THIS DEVELOPMENT WILL BE DESIGNED TO CONTROL THE POST DEVELOPMENT PEAK DISCHARGE FOR THE 10-YEAR STORM EVENT SO AS NOT TO EXCEED THE PRE-DEVELOPMENT PEAK RUNOFF DISCHARGE RATE TO MEET PENDER COUNTY STORM WATER REGULATIONS
3. EROSION AND SEDIMENT CONTROL WILL BE DESIGNED AND SUBMITTED TO NCDENR FOR REVIEW AND APPROVAL.
4. BEST MANAGEMENT PRACTICES FOR E&S: WILL BE UTILIZED TO PREVENT EROSION FROM OCCURRING, ELIMINATE SEDIMENT TRANSPORT AND TO REDUCE RUNOFF VELOCITIES IN ORDER TO PREVENT SCOURING AND EROSION.
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No.	Revision	Date	By

Designer	GSP	Scale	1" = 100'
Drawn By	GSP	Date	January 2018
License #	P-0718	Job No.	2016-0001

Topsail Township

WYNDWATER

Pender County

North Carolina

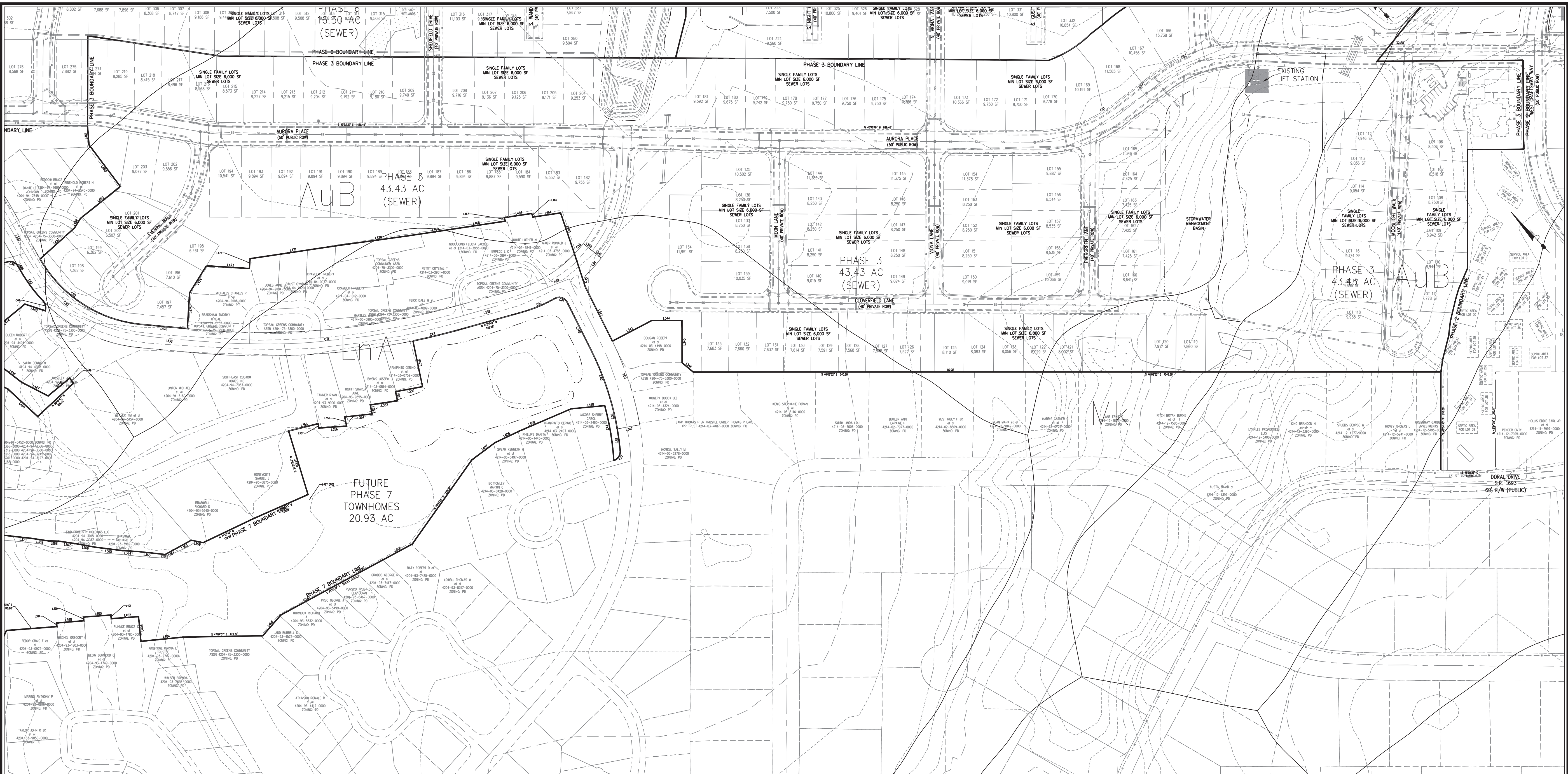
UTILITY & STORMWATER
MANAGEMENT PLAN

PREPARED FOR:
SIGNATURE TOP SAIL NC, LP
9337B KATY FREEWAY #377
HOUSTON, TX 77024
713-789-0466

GSP CONSULTING, PLLC
ENGINEERING
6626 Gordon Road Unit C Wilmington, North Carolina 28411 tel: 910-442-7870 fax: 910-799-6659

Sheet No.

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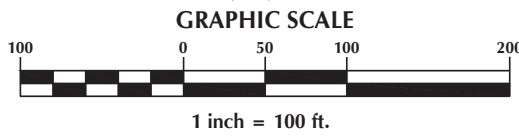
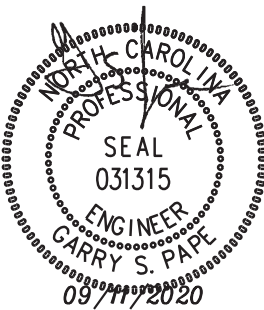
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Drawn By	GSP	Date	January 2018
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WYNDWATER
North Carolina

Pender County

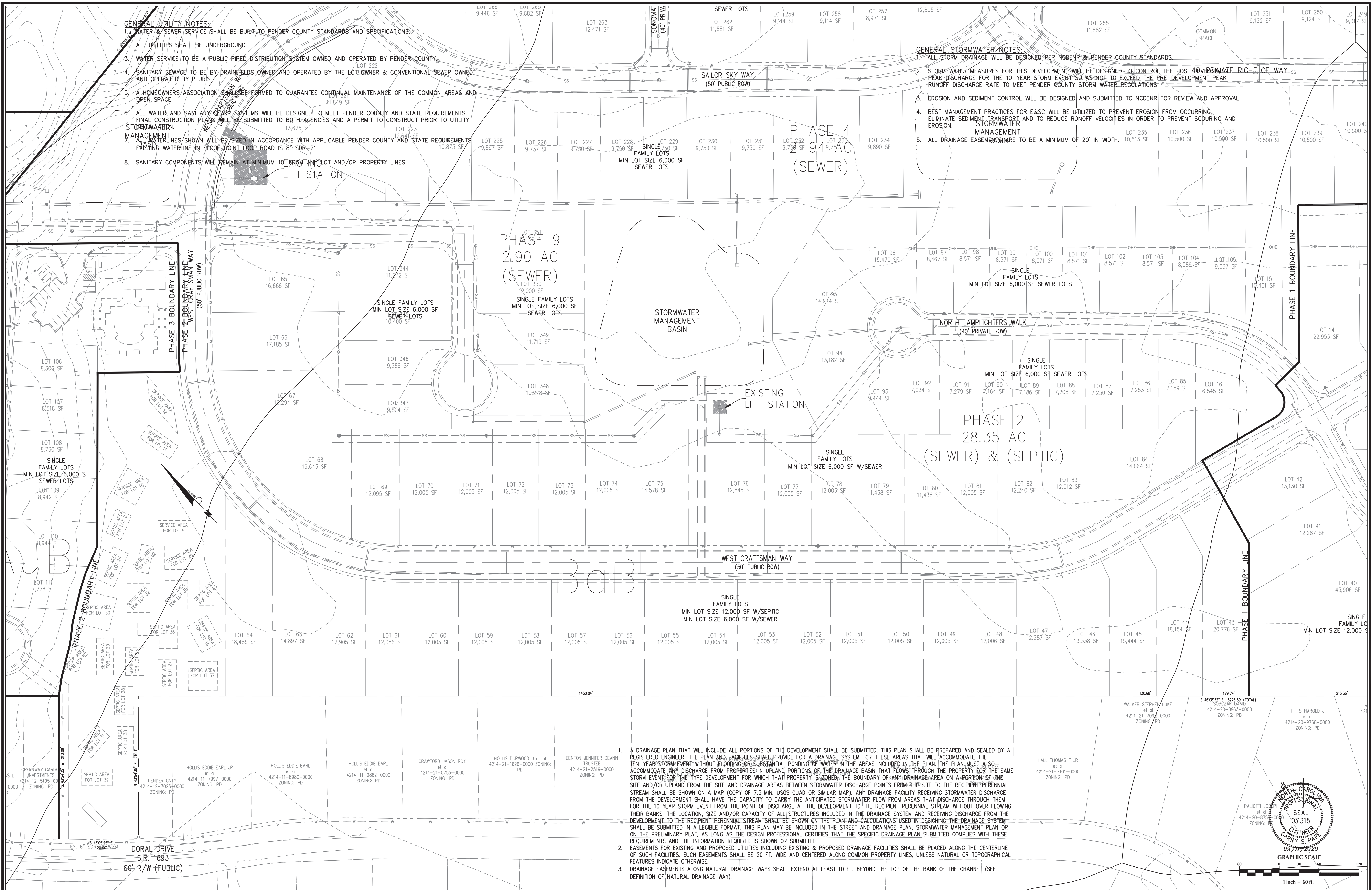
Topsail Township

UTILITY & STORMWATER MANAGEMENT PLAN

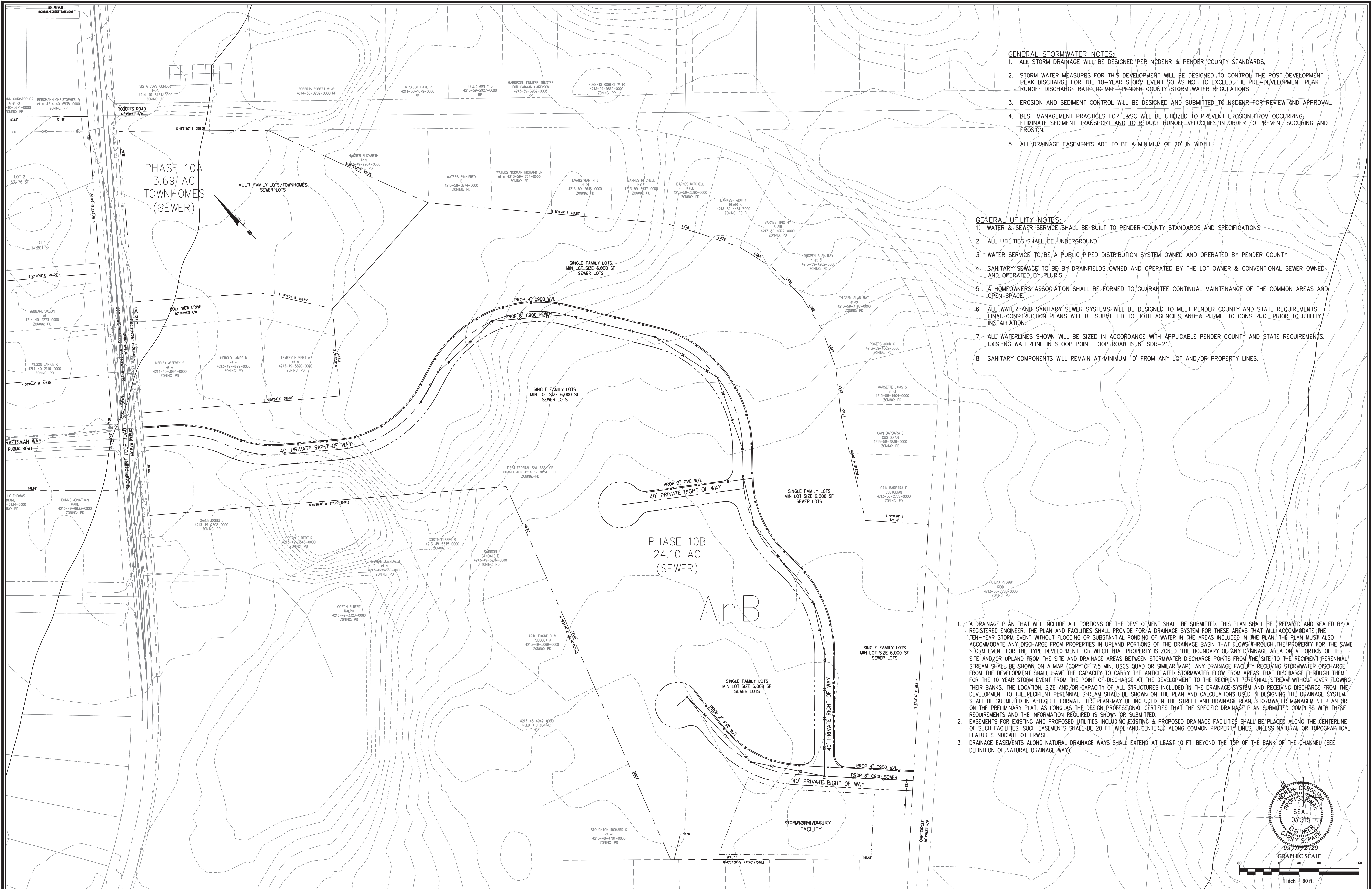
PREPARED FOR:
SIGNATURE TOP SAIL NC, LP
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HOUSTON, TX 77024
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GSP CONSULTING, PLLC
ENGINEERING
6626 Gordon Road Unit C Wilmington, North Carolina 28411 tel: 910-442-7870 fax: 910-799-6659

Sheet No.
C-4.2







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Drawn By	GSP	Date	January 2018
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WYNDWATER

Topsail Township

Pender County

North Carolina

UTILITY & STORMWATER
MANAGEMENT PLAN

PREPARED FOR:
SIGNATURE TOP SAIL NC, LP
9337B KATY FREEWAY #377
HOUSTON, TX 77024
713-789-0466

GSP CONSULTING, PLLC
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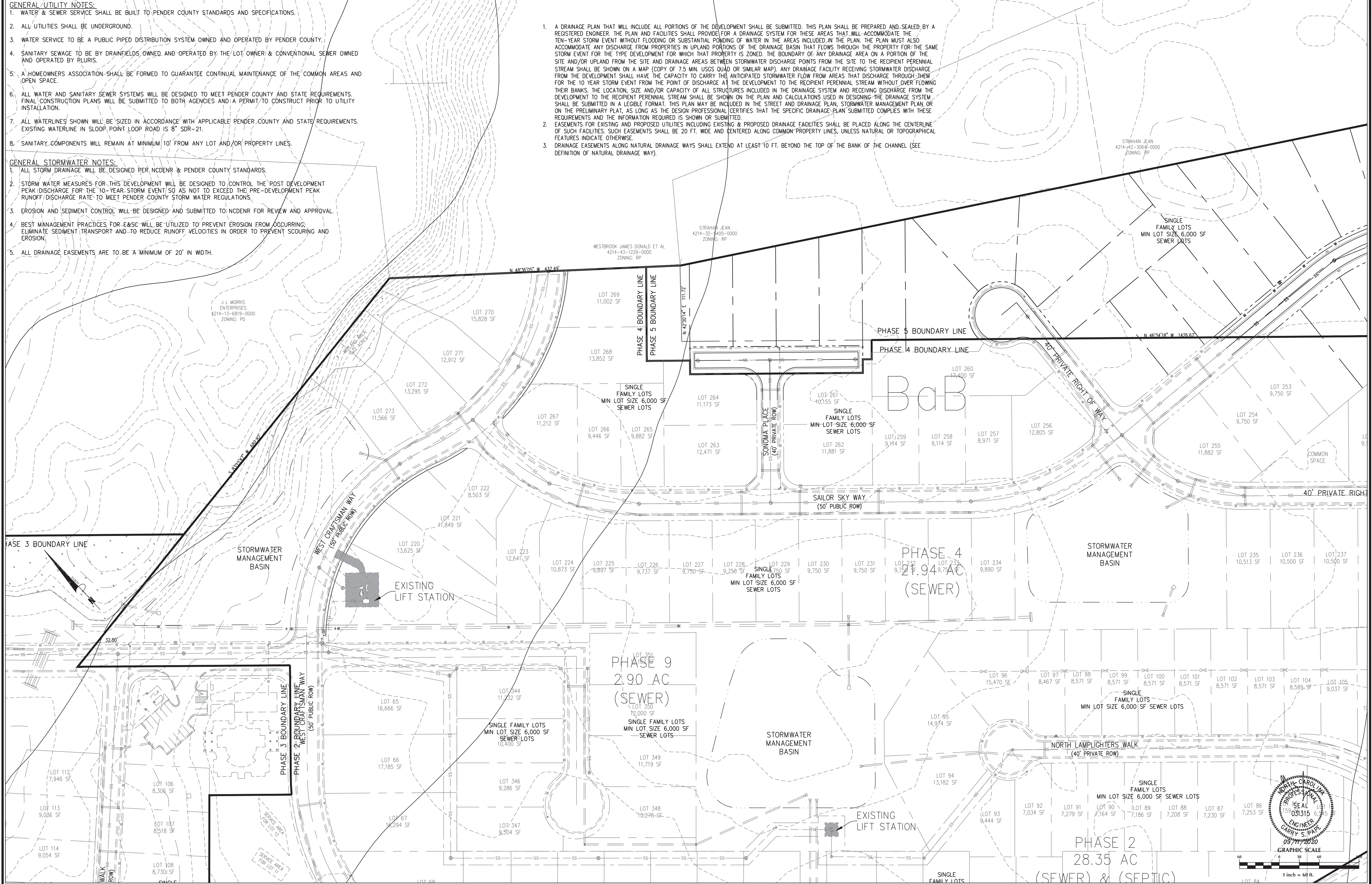
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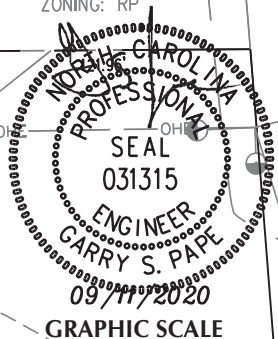
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7. ALL WATERLINES SHOWN WILL BE SIZED IN ACCORDANCE WITH APPLICABLE PENDER COUNTY AND STATE REQUIREMENTS. EXISTING WATERLINE IN SLOOP POINT LOOP ROAD IS 8" SDR-21.
8. SANITARY COMPONENTS WILL REMAIN AT MINIMUM 10' FROM ANY LOT AND/OR PROPERTY LINES.

1. ALL STORM DRAINAGE WILL BE DESIGNED PER NCDENR & PENDER COUNTY STANDARDS.
2. STORM WATER MEASURES FOR THIS DEVELOPMENT WILL BE DESIGNED TO CONTROL THE POST DEVELOPMENT PEAK DISCHARGE FOR THE 10-YEAR STORM EVENT SO AS NOT TO EXCEED THE PRE-DEVELOPMENT PEAK RUNOFF DISCHARGE RATE TO MEET PENDER COUNTY STORM WATER REGULATIONS.
3. EROSION AND SEDIMENT CONTROL WILL BE DESIGNED AND SUBMITTED TO NCDENR FOR REVIEW AND APPROVAL.
4. BEST MANAGEMENT PRACTICES FOR E&SC WILL BE UTILIZED TO PREVENT EROSION FROM OCCURRING, ELIMINATE SEDIMENT TRANSPORT AND TO REDUCE RUNOFF VELOCITIES IN ORDER TO PREVENT SCOURING AND EROSION.
5. ALL DRAINAGE EASEMENTS ARE TO BE A MINIMUM OF 20' IN WIDTH.

1. A DRAINAGE PLAN THAT WILL INCLUDE ALL PORTIONS OF THE DEVELOPMENT SHALL BE SUBMITTED. THIS PLAN SHALL BE PREPARED AND SIGNED BY A REGISTERED ENGINEER. THE PLAN AND FACILITIES SHALL PROVIDE FOR A DRAINAGE SYSTEM FOR THESE AREAS THAT WILL ACCOMMODATE THE TEN-YEAR STORM EVENT WITHOUT FLOODING OR SUBSTANTIAL PONDING OF WATER IN THE AREAS INCLUDED IN THE PLAN. THE PLAN MUST ALSO ACCOMMODATE ANY DISCHARGE FROM PROPERTIES IN UPLAND PORTIONS OF THE DRAINAGE BASIN. FLOWS THROUGH THE PROPERTY FOR THE TEN-YEAR STORM EVENT SHALL BE CALCULATED FOR THE ENTIRE DRAINAGE BASIN. THE DRAINAGE BASIN SHALL BE DEFINED AS THE PORTION OF THE SITE AND/OR UPLAND DRAINING TO THE SITE AND DRAINAGE POINTS BETWEEN THE DRAINAGE DISCHARGE POINTS FROM THE SITE TO THE RECIPIENT PERENNIAL STREAM SHALL BE SHOWN ON A MAP (COPY OF 7.5 VERTICAL SCALE OR SIMILAR MAP, ANY DRAINAGE FACILITY RECEIVING STORMWATER DISCHARGE FROM THE DEVELOPMENT SHALL HAVE THE CAPACITY TO CARRY THE ANTICIPATED STORMWATER FLOW FROM AREAS THAT DISCHARGE THROUGH THEM) FOR THE 10-YEAR STORM EVENT FROM THE POINT OF DISCHARGE AT THE DEVELOPMENT TO THE RECIPIENT PERENNIAL STREAM WITHOUT OVER FLOWING THEIR BANKS. LOCATION, SIZE AND/OR CAPACITY OF ALL STRUCTURES INCLUDED IN THE DRAINAGE SYSTEM AND RECEIVING DISCHARGE FROM THE DEVELOPMENT TO THE RECIPIENT PERENNIAL STREAM SHALL BE SHOWN ON THE MAP. THE MAP SHALL ALSO SHOW THE LOCATION OF THE RECIPIENT PERENNIAL STREAM. THE DRAINAGE PLAN SHALL BE SUBMITTED IN A LEGIBLE FORMAT. THIS PLAN MAY BE INCLUDED IN THE STREET AND DRAINAGE PLAN, STORMWATER MANAGEMENT PLAN OR ON THE PRELIMINARY PLAN, AS LONG AS THE DESIGN PROFESSIONAL CERTIFIES THAT THE SPECIFIC DRAINAGE PLAN SUBMITTED COMPLIES WITH THESE REQUIREMENTS AND THE INFORMATION REQUIRED IS SHOWN OR SUBMITTED.

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3. DRAINAGE EASEMENTS ALONG NATURAL DRAINAGEWAYS SHALL EXTEND AT LEAST 10 FT. BEYOND THE TOP OF THE BANK OF THE CHANNEL (SEE DEFINITION OF NATURAL DRAINAGEWAYS).



Designer	GSP	Scale	1" = 60'
Drawn By	GSP	Date	January 2018
License #	P-0718	Job No.	2016-0001

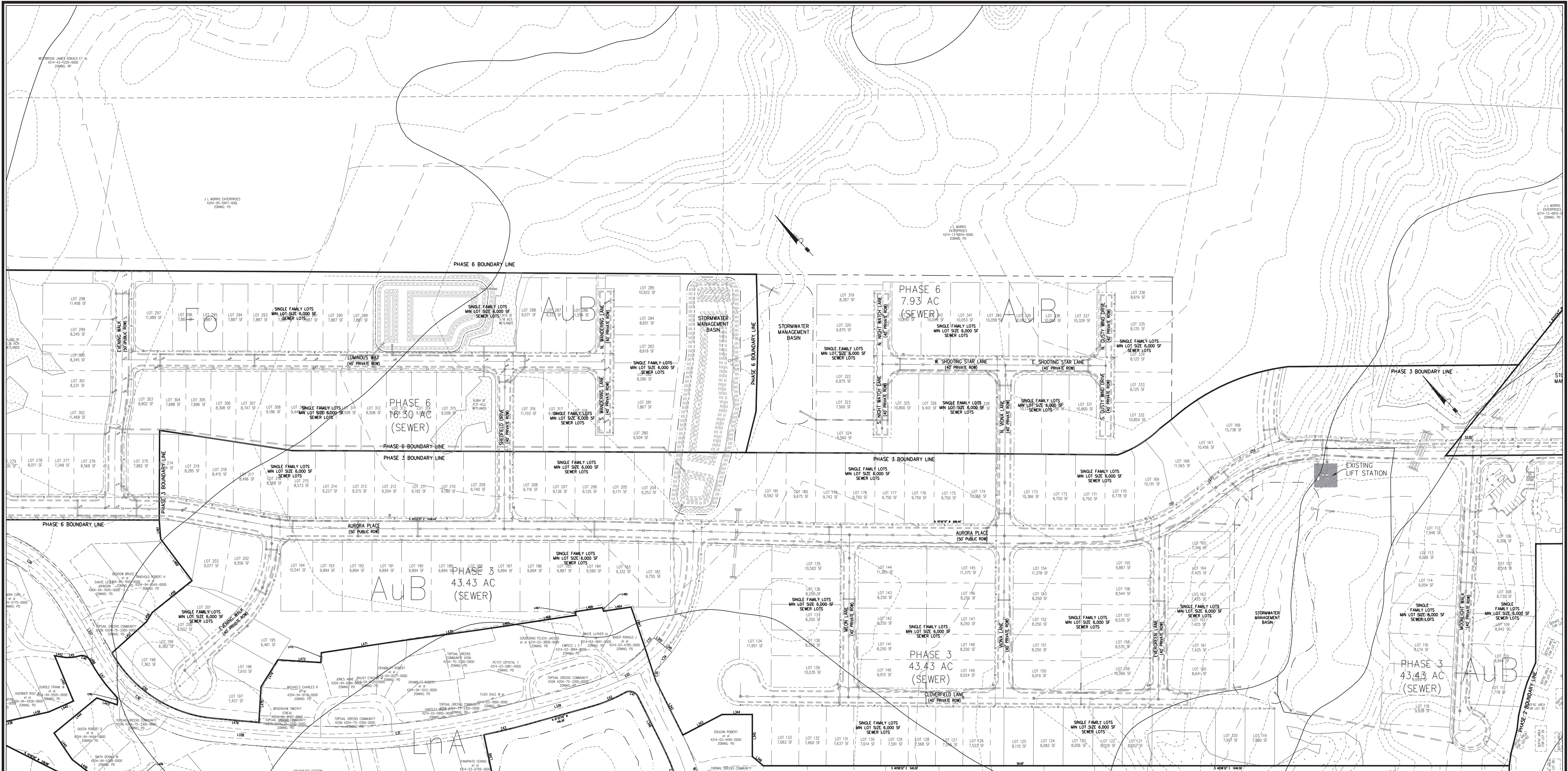
WYNDWATER

UTILITY & STORMWATER MANAGEMENT PLAN

PREPARED FOR:
SIGNATURE TOP SAIL NC, LP
9337B KATY FREEWAY #377
HOUSTON, TX 77024
713-789-0466

GSP CONSULTING, PLLC
ENGINEERING

Sheet No.
C-4.7



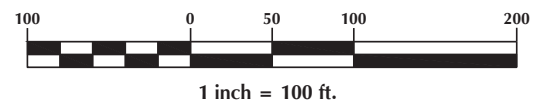
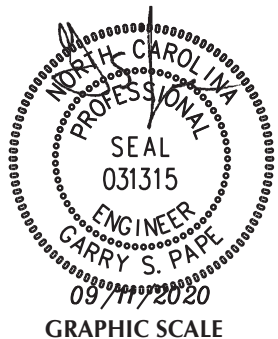
GENERAL UTILITY NOTES:

1. WATER & SEWER SERVICE SHALL BE BUILT TO PENDER COUNTY STANDARDS AND SPECIFICATIONS.
2. ALL UTILITIES SHALL BE UNDERGROUND.
3. WATER SERVICE TO BE A PUBLIC PIPED DISTRIBUTION SYSTEM OWNED AND OPERATED BY PENDER COUNTY.
4. SANITARY SEWAGE TO BE BY DRAINFIELDS OWNED AND OPERATED BY THE LOT OWNER & CONVENTIONAL SEWER OWNED AND OPERATED BY PLURIS.
5. A HOMEOWNERS ASSOCIATION SHALL BE FORMED TO GUARANTEE CONTINUAL MAINTENANCE OF THE COMMON AREAS AND OPEN SPACE.
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8. SANITARY COMPONENTS WILL REMAIN AT MINIMUM 10' FROM ANY LOT AND/OR PROPERTY LINES.

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3. DRAINAGE EASEMENTS ALONG NATURAL DRAINAGE WAYS SHALL EXTEND AT LEAST 10 FT. BEYOND THE TOP OF THE BANK OF THE CHANNEL (SEE DEFINITION OF NATURAL DRAINAGE WAY).



No.	Revision	Date	By

Designer	GSP	Scale	1" = 100'
Drawn By		Date	January 2018
License #	P-0718	Job No.	2016-0001

WYNDWATER

Pender County

North Carolina

UTILITY & STORMWATER
MANAGEMENT PLAN

PREPARED FOR:
SIGNATURE TOP SAIL N.C. LP
93378 KATY FREEWAY #377
HOUSTON, TX 77024
713-789-0466

GSP CONSULTING, PLLC

ENGINEERING

6626 Gordon Road Unit C Wilmington, North Carolina 28411 tel: 910-442-7870 fax: 910-799-6659

Sheet No.

C-4.8

**Pender County
Planning and Community Development**

805 S. Walker Street
PO Box 1519
Burgaw, NC 28425



Phone: 910-259-1202
Fax: 910-259-1295
www.pendercountync.gov

**Planned Development & Residential Mixed Zoning Districts
Master Development Plan Submission**

Applications will be considered for the Technical Review Committee hearing and reviewed by Staff only when deemed complete. The application will be regarded as incomplete until the following items are received by the Planning and Community Development Staff.

1. ☒ **Pre-submittal Meeting**
Date of Meeting July/August
2. ☒ **Signed Application**
3. ☒ **Payment**
\$500 plus \$10 per acre for the first 100 acres, \$5 per acre thereafter
4. ☒ **Paper Plan Sets**
One (1) 24 x 36, Fifteen (15) 11 x 17
5. ☒ **Digital Submission**
For all documents submitted in paper copy, bring a digital copy with paper submission.
6. ☒ **Adjacent Property List**
A list of names and addresses, as obtained from the county tax listings and tax abstract, to the owners of all properties located within 500-feet of the of the perimeter of the project bounds.
7. ☒ **Adjacent Property Envelopes**
The applicant shall provide a set of business envelopes addressed to each of the owners of all properties located within 500-feet of the perimeter of the project bounds and accompanied with the amount of postage required for first class postage.
8. ☒ **Permits**
Please include any permits issued on the project including but not limited to: environmental, traffic analysis, utility, or other site specific conditions.
9. ☒ **Site Plan Requirements**
A prepared site plan in accordance with the Unified Development Ordinance standards 6.1, Pender County Collector Street Plan, Pender County Transportation Plan, other approved State of Federal Transportation Improvement Plan, or any other adopted plan in Pender County.
(See Master Development Plan Checklist)

I certify that all information presented in this application is accurate to the best of my knowledge.

Signature of Applicant

Date 10/14/2020

Printed Name

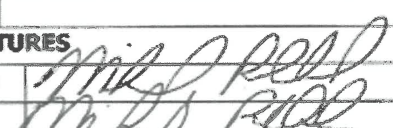
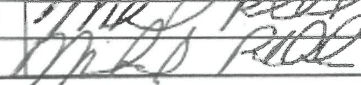
MICHAEL BOLLOK

Staff Initials:

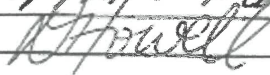
Date:

AB
10-14-2020

APPLICATION FOR MASTER DEVELOPMENT PLAN

THIS SECTION FOR OFFICE USE			
Application No.	MDP 2020-26	Date	10-14-2020
Application Fee	\$ 250.000	Receipt No.	13809
Pre-Application Conference	August/July	Hearing Date	12-1-2020
SECTION 1: APPLICANT INFORMATION			
Applicant's Name:	Signature Top Sail NC, LP	Owner's Name:	Signature Top Sail NC, LP
Applicant's Address:	9337B Katy Freeway #377	Owner's Address:	9337B Katy Freeway #377
City, State, & Zip	Houston, Texas 77024	City, State, & Zip	Houston, Texas 77024
Phone Number:	713-822-3891	Phone Number:	
Legal relationship of applicant to land owner: Land Owner and Developer			
SECTION 2: PROJECT INFORMATION			
Type of Master Development Plan	☐ Residential RP, PD, RM MH District	☐ Commercial GB, OL, IT, GI District	☒ Mixed Use PD
Property Identification Number (PIN):	4214-12-8251-0000	Total property acreage:	234.28
Zoning Classification:	PD	Acreage to be disturbed:	
Project Address :	Sloop Point Loop Road		
Description of Project Location:	Wyndwater Subdivision		
Describe activities to be undertaken on project site:	Development of Residential Lots & Future Commercial Development		
SECTION 3: SIGNATURES			
Applicant's Signature			Date: 9-11-2020
Owner's Signature			Date: 9-11-2020

APPLICATION FOR MASTER DEVELOPMENT PLAN

THIS SECTION FOR OFFICE USE			
Application No.	MDP 2020-26	Date	10-14-2020
Application Fee	\$ 250.00	Receipt No.	13809
Pre-Application Conference	July August	Hearing Date	12-1-2020
SECTION 1: APPLICANT INFORMATION			
Applicant's Name:	Signature Top Sail NC, LP	Owner's Name:	Caostone Ventures, LLC
Applicant's Address:	9337B Katy Freeway #377	Owner's Address:	129 Timber Hill Place
City, State, & Zip	Houston, Texas 77024	City, State, & Zip	Chapel Hill, NC 27514
Phone Number:	713-822-3891	Phone Number:	
Legal relationship of applicant to land owner: Developer			
SECTION 2: PROJECT INFORMATION			
Type of Master Development Plan	☐ Residential RP, PD, RM MH District ☐ Commercial GB, OL, IT, GL District ☒ Mixed Use PD ☐ Exempt		
Property Identification Number (PIN):	4214-22-7567-0000	Total property acreage:	21.94
Zoning Classification:	PD	Acreage to be disturbed:	21.94
Project Address:	Sloop Point Loop Road		
Description of Project Location:	Phase 4 Wyncwater Subdivision		
Describe activities to be undertaken on project site:	Development of Residential Lots		
SECTION 3: SIGNATURES			
Applicant's Signature			Date: Jan 14, 2020
Owner's Signature			Date: Sep 14, 2020

NOTICE TO APPLICANT							
1. Applicant or agent authorized in writing must attend the public hearing. 2. Once the public hearing has been advertised, the case will be heard unless the applicant withdraws the application or unless the Planning Board or other authorized person agrees to table or delay the hearing. 3. All fees are non-refundable 4. A complete application packet must be submitted prior to the deadline in order to be placed on the next Planning Board Agenda							
Office Use Only							
☒		MDP Fees: (\$500.00 plus \$10/acre for the first 100 acres \$5/acre thereafter)			Total Fee Calculation: \$ 250.00		
Attachments Included with Application: (Please include # of copies)							
CD /other digital version	☐ Y ☐ N	Plan Sets	# of large	# of 11X17	Other documents/Reports	☐ Y ☐ N	
Payment Method:		Cash : ☐ \$ _____		Credit Card: ☐ Master Card ☐ Visa		Check: ☒ Check # 13809	
Application received by:		Abie Bonerac				Date: 10-14-2020	
Application completeness approved by:		Abie Bonerac				Date: 10-14-2020	
Date scheduled for public hearing:		12-1-2020					

David Greer Construction, Inc.

Summary of Meeting held on: January 9, 2021

Location was the WyndWater Pool Site @ 10:00 am

Discussion of the Site Plan: 72 Townhouse

Units located off Hwy 17 and Plantation Drive, Hampstead, NC.

Attendance was about 25-30 Neighbors, all but two from Topsail Greens.

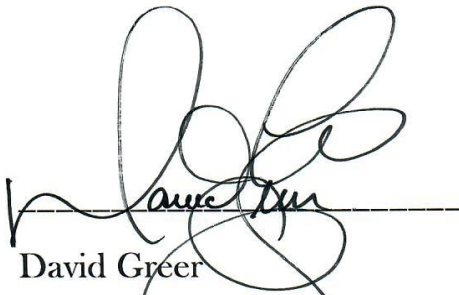
Points of Discussion consisted of the following: Between myself and those in attendance.

1. Storm Drainage: Informed them with the new Storm Water Design, drainage would greatly improve from the existing drainage. This was the number one concern that most of the adjacent property owners had.
2. Traffic: Layout has no access to Topsail Greens Drive, all traffic from the new project will enter and exit on Hwy 17.
3. Setbacks: Informed neighbors that no new unit would be built within the 25' rear setback.
4. Buffer: "C" Buffer, consist of 6' Wooden Fence, same as used in WyndWater.

5. Name of Project: was To Be Determined:

6. Existing Trees: Informed that any large trees on or within 10' of rear property line between the two tracts would be evaluated to see if they could remain.

This represents the topics of conversation during the meeting which lasted from 9:45 to 11:00.



David Greer

Partner: Signature Top Sail, NC LTD

1-12-2021



Technical Review Committee Review and Response

Date: 11/2/2020

Name: Mike Dickson

Phone: 910-259-1442

Case Name: Wyndwater Revision

Agency: Pender County GIS

Email: mdickson@pendercountync.gov

Requirements:

There are seven (7) proposed roads in the phases proposed in this revision. As names which have already been approved are available, I strongly suggest names be picked from this list which will be provided below.

On Page 11 of the site plan, four (4) streets in Phase 11 need to be named. One of these streets must be given a directional designation.

On Pages 16 and 17, three (3) streets in Phases 4 and 5 need to be named. Two of

Recommendations:

Road names with directional designations (Pender UDO Art. 11.4.2.B) must be placed as a prefix, not a suffix.

Comments:

The following road names have already been approved and reserved for Wyndwater:

Artisan Dr, Blalock Forest, Cadence Cir, Dragonfly Ln, Greer Cove or Greer Dr, Lightning Bug Ln, Lookout Pt, N & S Shallons Crest, N & S Radiance Way, Planters Row, Pollak Path, Rushden Ter, Skipping Pebble Dr, Solstice Way, Twinkling Lights Dr.

Information Requested:

Please Follow Up Prior to Meeting: Yes ☐ No ☒



Technical Review Committee Review and Response

Date: 4/2/20
Name: Dodge
Phone: _____

Case Name: MDP-2020-26
Agency: EH
Email: _____

Requirements:

*Septic systems need IP&CA or approved
EOPs for each lot if on septic*

Recommendations:

Comments:

Information Requested:

Please Follow Up Prior to Meeting: Yes ☐ No ☐



Technical Review Committee Review and Response

Date: 10/30/2020

Name: Daniel Adams

Phone: 910-259-0231

Case Name: MDP 2020-26

Agency: Pender County Planning Department

Email: dadams@pendercountync.gov

Requirements:

Portions of this property are located in an unnumbered A flood zone. The regulatory standard for this flood zone is that the reference point of a structure and all its attendant utilities must be 2' above the highest adjacent grade.

Recommendations:

Comments:

Please feel free to give me a call if you have questions about requirements for developing in an unnumbered A zone. The preliminary flood maps show the flood zone reduced in size substantially and transitioned to an AO Zone with a depth of 2'.

Information Requested:

No comment

Please Follow Up Prior to Meeting: Yes ☐ No ☒



Technical Review Committee Review and Response

Date: 11/4/20

Name: Brad Haste

Phone: (910)467-0500

Case Name: MDP 2020-26 (Wyndwater)

Agency: NCDOT

Email: blhaste@ncdot.gov

Requirements:

Recommendations:

Comments:

Most recent TIA approval (1-5-16) list 4 phases. The TIA phases should be revised with new trip generations provided if there is not a more recent approved TIA. Driveway permits and/or encroachments will be needed.

Information Requested:

Please Follow Up Prior to Meeting: Yes ☐ No ☒



Pender County MDP-R 2021-28

TO: Planning Board
FROM: Travis Henley
DATE: March 2, 2021
SUBJECT: MDP-R 2021-28

SUMMARY:

Jeff Beaudoin, applicant and owner, is requesting approval of a Master Development Plan Revision for a mixed-use development known as Community Aquatic Lifestyle Center. Specifically, this request is to modify the master development plan to clarify allowable commercial uses and allow a total of ten (10) zero lot line detached and/or duplex attached single family dwelling units on approximately ± 7.12 acres. The properties are located west of Country Club Dr (SR 1565), ± 0.15 miles south of Transfer Station Rd (SR 1695) in the Topsail Township. The properties may be further identified by Pender County PIN(s): 4203-35-3583-0000 and 4203-35-3108-0000.

ACTION REQUESTED:

To hold a Public Hearing and consider the Master Development Plan revision.

PLANNING STAFF REPORT MASTER DEVELOPMENT PLAN

SUMMARY:

Hearing Date: March 2, 2021, Planning Board
Applicant: Jeff Beaudoin
Property Owner: Jeff Beaudoin
Case Number: MDP-R 2021-28

Development Proposal: Jeff Beaudoin, applicant and owner, is requesting approval of a Master Development Plan Revision for a mixed-use development known as Community Aquatic Lifestyle Center. Specifically, this request is to modify the master development plan to clarify allowable commercial uses and allow a total of ten (10) zero lot line detached and/or duplex attached single family dwelling units on approximately ± 7.12 acres.

Property Record Number, Acreage, and Location: The properties are located west of Country Club Dr (SR 1565), ± 0.15 miles south of Transfer Station Rd (SR 1695) in the Topsail Township. The properties may be further identified by Pender County PIN(s): 4203-35-3583-0000 and 4203-35-3108-0000.

Zoning District of Property: The subject property is zoned PD, Planned Development zoning district.

Recommendation: Planning Staff is submitting the proposal for Planning Board disposition. The request is consistent with the Future Land Use Map as well as three (3) policies within the Pender 2.0 Comprehensive Land Use Plan and was not found to conflict with any goals, objectives, or policies within that plan. The proposed development is consistent with the Pender County Unified Development Ordinance as well as previous approvals for the site. Therefore, Planning Staff recommends the approval of the Master Development Plan Revision as detailed in the report for the development known as the Community Aquatic Lifestyle Center. All subsequent changes or revisions to the Master Development Plan are subject to the Planning Board review and approval.

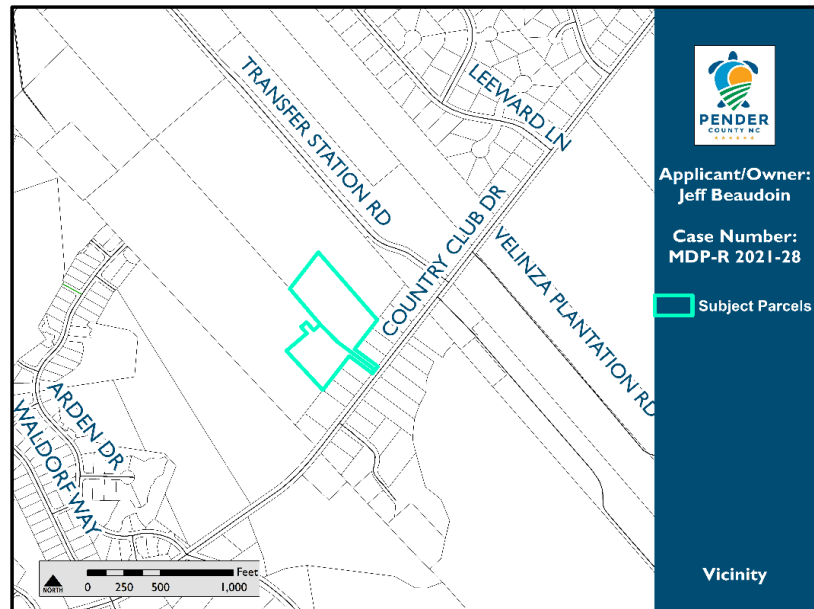


DESCRIPTION:**History**

On September 1, 2009, the Pender County Planning Board unanimously approved a Master Plan for the Community Aquatic Lifestyle Center, with subsequent approvals revising the Master Development Plan slightly with regard to the orientation and size of commercial uses on-site as well as approving Major Site Development Plans for the individual commercial buildings in accordance with previous processes under the Unified Development Ordinance. Upon approval of the proposed Master Development Revision outlined in this report, individual Major Site Development Plans or Preliminary Plats consistent with the approved Master Development Plan shall be reviewed and approved administratively. Proposals inconsistent with the approved Master Development Plan shall require review and approval of the Planning Board via a public hearing.

Master Plan

The proposed Master Development Revision includes the existing commercial uses in their current arrangement. New to the proposal are three key points: An additional approximately .45 acre area reserved for additional uses similar to what is previously approved; a residential area to contain no more than ten (10) residential units to be served by a proposed private right-of-way, in either single family detached or duplex units, and a stormwater pond to the immediate south to handle stormwater retention for the entirety of the Master Development Plan.



For residential uses, the applicant has proposed a mixture of single-family detached and duplex residential units. Intended buildout is still pending at this time, but is intended to be either all duplexes, all single family detached, or some mixture of the two. The overall Master Development Plan is proposed to be limited to no more than 10 residential units regardless of the split between single-family detached and duplex units that ultimately are proposed.

For the proposed non-residential area, as well as covering allowable uses in the entirety of the Master Development Plan, the applicant has proposed the following uses, organized by NAICS code where applicable: Artisan Manufacturing; Food and Beverage Stores (445); Health and Personal Care Stores (446); Sporting Goods, Hobby, Book, and Music Stores (451); Miscellaneous Store Retailers (453); Non-store Retailers (454); Information (51); Finance and Insurance (52); Real Estate and Rental and Leasing (53); Professional, Scientific, and Technical Services (54); Management of Companies and Enterprises (55); Administrative and Support Services (561); Educational Services (611); Business Schools, Computer, and Management Training (6114); Technical and Trade

Schools (6115); Other Schools and Instruction (6116); Ambulatory Health Care Services (621); Nursing and Residential Care Facilities (623); Social Assistance (624); All Other Amusement and Recreation Industries (713990); Full Service Restaurants (7221); Limited Service Eating Places (7222); Special Food Services (7223); Drinking Places (Alcoholic Beverages) (7224); Grant Making and Giving Services (8132); Social Advocacy Organizations (8133); Civic and Social Organizations (813410); Business, Professional, Labor, Political and Similar Organizations (8139); Public Administration (92); Child Care Center; Family Care Home; and Family Child Care Home.

Previous approvals for uses within the Master Development Plan included a number of uses, some organized by NAICS code, some called out specifically. All uses existing, approved for, and proposed can be categorized by the uses listed above, and any use above that involves certain use standards shall be required to meet those standards prior to receiving administrative approval for construction authorization.

In accordance with the Unified Development Ordinance, approval of the proposed Master Development Plan Revision shall not allow for construction to commence. The applicant shall be required to submit a Major Site Development Plan for the non-residential Phase 3, and a Preliminary Plat for the proposed residential units along the private right-of-way, and receive approval for each prior to beginning construction on those respective portions of the overall Master Development Plan.

Project Density

The Pender County Unified Development Ordinance §4.8.1 calculates residential density by subtracting areas reserved as non-residential development, wetlands, rights of way and parking areas, and required active and passive open space (if different from wetlands) from the total acreage of the tract. The overall density proposed for Community Aquatic Lifestyle Center Master Development Plan is 2.26 units/acre. By virtue of the submittal, density at build out may be less if single family detached homes are built instead of duplexes, but the overall Master Development Plan is capped at ten residential units overall regardless of unit type.

Proposed Density	
Total Acreage	7.12
Non-Residential Acreage (ROW)	0.43
Non-Residential Acreage (Commercial)	2.27
Open Space Acreage	0
Wetland Acreage	0
Total Developable Land	4.42
Total Units	10
Net Density	2.26

Roadways

The applicant is proposing to construct a private right-of-way to serve the proposed residential units, with existing and proposed parking areas to serve the non-residential uses within the Master Development Plan.

Private Roadways

Per Section 7.5.3 of the Unified Development Ordinance, designated private rights-of-way are required to be constructed to current NCDOT standards for road construction. The applicant has a proposed a roadway meeting these specifications within a 40 ft. wide right-of-way to serve the proposed residential units as well as provide an additional means of access to the existing non-residential uses. This private right-of-way will extend from Coburn Drive, an approved but currently unconstructed public right of way that is proposed to eventually connect the Carolina Creek, Carolina Creek Extension, and Southwater Village Master Development Plans to Transfer Station Road.

Parking Standards

Per Section 7.10.1 of the Pender County Unified Development Ordinance, off-street parking spaces shall be provided for all uses and buildings with multiple uses shall calculate parking based on the square footage of each use in the building. Based on existing and proposed uses, the application is generally consistent with the Unified Development Ordinance in terms of the number of spaces provided. However, currently all parking spaces on-site are gravel, whereas the Unified Development Ordinance requires parking spaces to be paved in accordance with surfacing standards from NCDOT. By virtue of the Master Development Plan Revision submitted, parking for all subsequent phases not currently constructed shall be required to be updated to the standards set forth in Section 7.10.5.B of the Pender County Unified Development Ordinance. Any parking in excess of the requirements shall be required to be constructed with pervious pavement.

Per Section 8.3.2, landscape islands shall be provided within parking areas, except parking garages, as described below to prevent excessively long, contiguous runs of parking spaces. Section 8.3.2.C states that single row parking terminals cannot extend more than ten (10) contiguous parking spaces or more than one-hundred and twenty (120) feet, whichever is more restrictive. The applicant has designed the parking to meet this standard of Section 8.3.2. All parking standards shall be reevaluated at the point of Major Site Development Plan submittal and review.

Street Connectivity and Access

Per section 7.4.4 of the Pender County Unified Development Ordinance, cross access corridors shall be required for all nonresidential adjacent properties. Currently, the Community Aquatic Lifestyle Center has only one means of ingress and egress via Country Club Road. In the proposed Master Development Plan and by virtue of approvals of other Master Development Plans in the area, this area would be able to establish a secondary entrance via Coburn Drive and Transfer Station Road.

Traffic

The completion of a Traffic Impact Analysis (TIA) is not required for the proposed development. Per Section 6.3.C.7 of Pender County's Unified Development Ordinance, a TIA is required when the development generates 100 trips in the morning or evening peak hours or 1,000 trips per day. Based on the submitted calculations, the combination of existing and proposed traffic counts does not meet these thresholds. Any traffic requirements will be addressed by the NCDOT and Wilmington Metropolitan Planning Organization and will be required to be compliant with the NCDOT standards. In addition, should Coburn Drive be turned over to NCDOT prior to the permitting of the proposed structures, a NCDOT Driveway Permit may be required at that time.

Pedestrian Access

The Master Development Plan Revision illustrates a sidewalk along the north side of the proposed private right of way, which shall tie in to the proposed pedestrian infrastructure network that is part of the approved Southwater Village Master Development Plan as well as existing pedestrian infrastructure along Transfer Station Road.

Open Space

By virtue of the proposed development including 10 or less residential units, the proposed development does not meet the thresholds to require the provision of open space or recreational units.

Lot Requirements

As outlined in Unified Development Ordinance Section 4.14, dimensional standards in Planned Development (PD) Districts are required to be specified on a Master Development Plan:

Community Aquatic Lifestyle Center Proposed Setbacks			
Setback	Single Family Detached Zero Lot Line	Duplex	Non-Residential
Min. Front Yard Setback	15 ft.	10 ft.	15 ft.
Min. Side Yard Setback	Zero Lot Line	Zero Lot Line	10 ft.
Min. Rear Yard Setback	10 ft.	10 ft.	10 ft.
Min. Corner Yard Setback	10 ft.	10 ft.	10 ft.
Min. Structure Separation	Per Building Code	Per Building Code	Per Building Code
Max. Building Height	38 ft.	38 ft.	35 ft.
Min. Lot Size	5,000 sq. ft.	1,000 sq. ft.	Not applicable

The applicant is proposing single family detached – zero lot line units, duplex units, and multiple potential commercial uses in addition to already approved commercial uses – all of which are permitted in conjunction with the MDP process in the PD, Planned Development zoning district.

Services (Wastewater/Water)

The proposed Master Development Plan is intended to utilize Pender County Utilities for water service provision via an extension from the future Southwater Village community. Wastewater services are intended to be provided either by the existing on-site septic system or by Pluris, which will be serving the Southwater Village community. Coordination with applicable water and wastewater agencies shall occur at the time of Major Site or Preliminary Plat submittal.

Environmental Concerns

A preliminary analysis indicates that the subject parcel may contain environmentally sensitive areas.

Wetlands

The Division of Coastal Management indicates that wetlands are located within the subject property. Both Pine Flat and Manage Pineland wetland types are indicated as present. Any development within wetland areas is subject to the permit requirements of Section 404 of the Clean Water Act. Based on the submitted plan, the applicant does not anticipate there being any wetlands on site subject to the permit requirements of Section 404. Further coordination with regards to wetlands impacts shall occur at the Major Site or Preliminary Plat submittals.

Flood

The subject parcel is not located within any Special Flood Hazard Area (SFHA) according to the 2007 Flood Insurance Rate Maps (FIRMs), and that would not change under the preliminary FIRMs that have not been adopted.

CAMA

After a preliminary analysis, it appears there are no CAMA Areas of Environmental Concern (AECs) located on the project site.

Landscaping and Buffers

All landscape and buffers are to be approved in accordance with Section 8.2.8, Project Boundary Buffer of the Pender County Unified Development Ordinance. In the PD, Planned Development zoning district the following buffers are required per Section 8.2.8 of the Pender County Unified Development Ordinance; a Buffer A along all boundaries adjacent to a street, a Buffer B along all other boundaries, and a Buffer C is required along all boundaries adjacent to single family residential uses or residential lots with a parcel size of less than one (1) acre and when a single-family structure is within fifty (50) feet of the boundary of the development.

Buffers Required for Multifamily and Planned Developments - Multifamily and Planned Developments shall be required to have the following buffers:	
Location of Buffer for Multi-family & Planned Developments	Type Buffer
Along all boundaries adjacent to a street	Buffer A
Along all boundaries adjacent to single family residential uses or residential lots with a parcel size of less than 1 acre and when a single family structure is within 50' of the boundary of the development	Buffer C
Along all other boundaries	Buffer B

The applicant is proposing to install a Type A Buffer along Coburn Drive, a Type B buffer along open space areas located within the Southwater Village Master Development Plan, and a Type C buffer along the rear of homes fronting along Country Club Drive. Though buffers are not shown along the area shown to become a stormwater pond, buffers in this area shall be required to be a Type C buffer along all property lines in this location due to the proximity to existing homes along Country Club Drive or proposed homesites within the Carolina Creek Extension Master Development Plan. Furthermore, the shown B-1 Buffer to the south of the Lifestyle Use Area shall also be required to be a Type C buffer prior to approval of the Master Development Plan Revision by staff due to the proximity of single family residential uses within the Carolina Creek Extension Community.

Tree Survey

A significant tree survey shall be required to be submitted prior to approval of the Master Development Plan Revision by staff. Based on aerial imagery from 2020, it is anticipated that most if not all significant trees that exist will be located on the southern parcel and shall be subject to a 2:1 mitigation factor for every significant tree removed as part of the construction process.

External Permits

All applicable state and federal agency permits including a Stormwater Management Permit, Erosion Control Plan, wetlands impact permits, and NCDOT Driveway Permit will be required prior to approval of a Major Site Development Plan and/or Preliminary Plat.

COMMUNITY MEETING

The applicant held a community on Saturday, January 23rd. The invitation and report from the meeting are provided as attachments to this report.

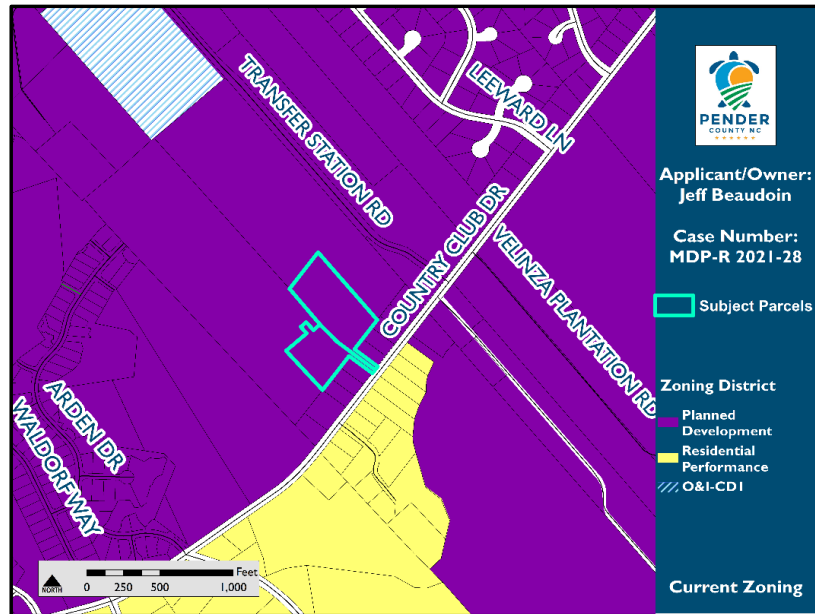
TECHNICAL REVIEW COMMITTEE

The Pender County Technical Review Committee provided comments on the proposed development throughout late-January and early-February 2021. Responses received are attached to this report.

EVALUATION:

A. **Public Notifications:** Public Notice of the proposal for map change has been advertised in the Pender-Topsail Post and Voice. Adjacent property owners within 500 feet of the proposal have been given written notice of the request, and a public notification sign has been placed on the property.

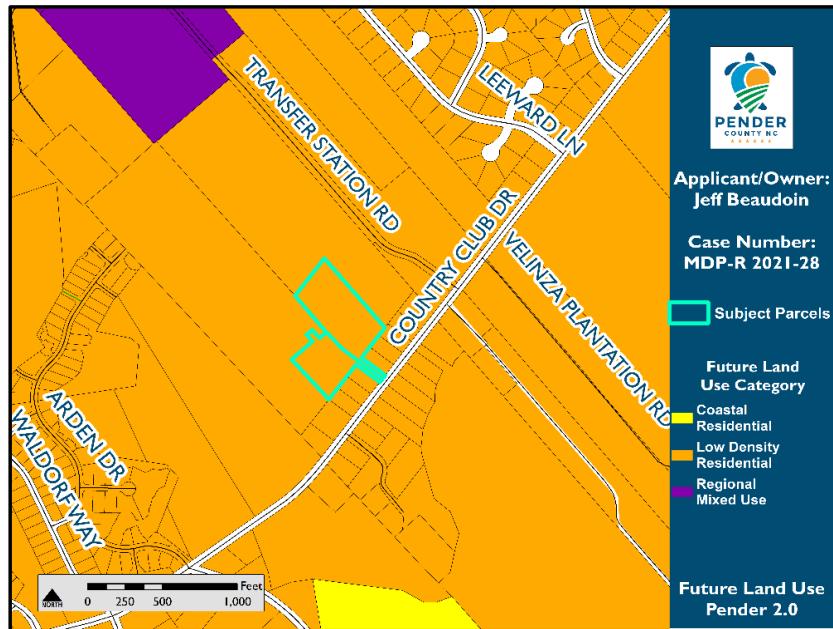
B. **Existing Zoning in Area:** The property is located within a PD, Planned Development zoning district, as are much of the surrounding parcels of land. Areas of land zoned RP, Residential Performance are located to the south and east.



C. **Existing Land Use in Area:** The property is currently surrounded primarily by single family detached housing. There are multiple currently vacant tracts to the north, west, and south, however many of those parcels make up the Carolina Creek (under construction) and Carolina Creek Extension and Southwater Village (approved but not yet constructed) Master Development Plans.

D. **Pender 2.0 Comprehensive Land Use Plan:** The subject property is classified as Low Density Residential in the Pender 2.0 Comprehensive Land Use Plan. The Low Density Residential land use classification designates locations on the fringe of medium density residential uses and within existing single-family neighborhoods. Appropriate uses include single-family dwellings and neighborhood-scale institutional facilities. Commercial and industrial uses are inappropriate in these areas, as are large institutions and other significant traffic generators. Clustering residential communities is encouraged. Desired uses include single-family residential uses—detached and townhomes may be suitable when included as part of a master planned community. Transportation infrastructure include automobile (collector streets and local roads), pedestrian (5' side walks on one side), and cyclists (bicycle lanes and multi-use path). Development density within this category is two dwelling units an acre or less.

The Future Land Use Map within Pender 2.0 is not intended to be parcel specific, and areas on the border between differing future land use categories shall be considered opportunities for a transitional development pattern between the two categories. The immediately adjacent Southwater Village Master Development Plan was evaluated for its consistency with both the Low Density Residential and Regional Mixed Use future land use categories. In contrast to



the Low Density Residential future land use category, the Regional Mixed Use category is intended to establish regional-scale commercial and mixed use areas in a walkable, pedestrian friendly manner. Desired residential density in these areas is 10-15 units per acre. The Southwater Village Master Development Plan was found to be consistent with a transition between the two categories, at a density of roughly 5 units per acre, with both single family detached and townhome product types provided.

The proposal described in this report was found to be generally consistent with the Low Density Residential future land use category and the context of the transition from Regional Mixed Use to Low Density Residential established by the approval of the Southwater Village Master Development Plan. The proposal has a residential density of no greater than 2.26 units per acre. While the Low Density Residential future land use category generally does not support non-residential uses, many of the uses listed in this proposal are already approved uses for the Community Aquatic Lifestyle Center Master Development Plan and skew towards recreational and experiential uses, which are more supported by the Low Density Residential future land use category, and the transition from this to the Regional Mixed Use future land use category would also suggest support for limited, neighborhood scale commercial uses such as those proposed in this Master Development Plan. Furthermore, the access improvements for the non-residential uses existing and proposed via Transfer Station Road and Coburn Drive, instead of via Country Club Drive, increase conformance with the Future Land Use Map as well by expanding access to these uses as well as increasing safety.

The development is supported by three (3) policies within the Pender 2.0 Comprehensive Land Use Plan:

Policy 5.1.H: Mixed Use Development: The County supports a wide range of commercial and residential development at varying intensities, when appropriately located, and provided that impacts to adjacent property owners and traffic congestion is mitigated.

Policy 5.1.K: Commercial Development: The County supports a wide range of commercial development, particularly those businesses that provide needed services to residents and visitors, provided that the impacts on traffic are minimized.

Policy 5.1.V: Residential Development: The County supports a range of housing types and development at appropriate densities and locations that are compatible with their surroundings and are in accordance with the future land use map.

The request is consistent with the above policies because it proposes to coordinate with proposed transportation improvements resulting from other development projects, while continuing to provide existing neighborhood-scale non-residential services in a manner that is consistent with adopted plans as well as existing approvals for the site. The proposal also seeks flexibility to provide multiple housing types in a manner consistent with existing and proposed residential uses in the surrounding community.

The request was not found to directly conflict with any goal, objective, or policy within the Pender 2.0 Comprehensive Land Use Plan.

RECOMMENDATION:

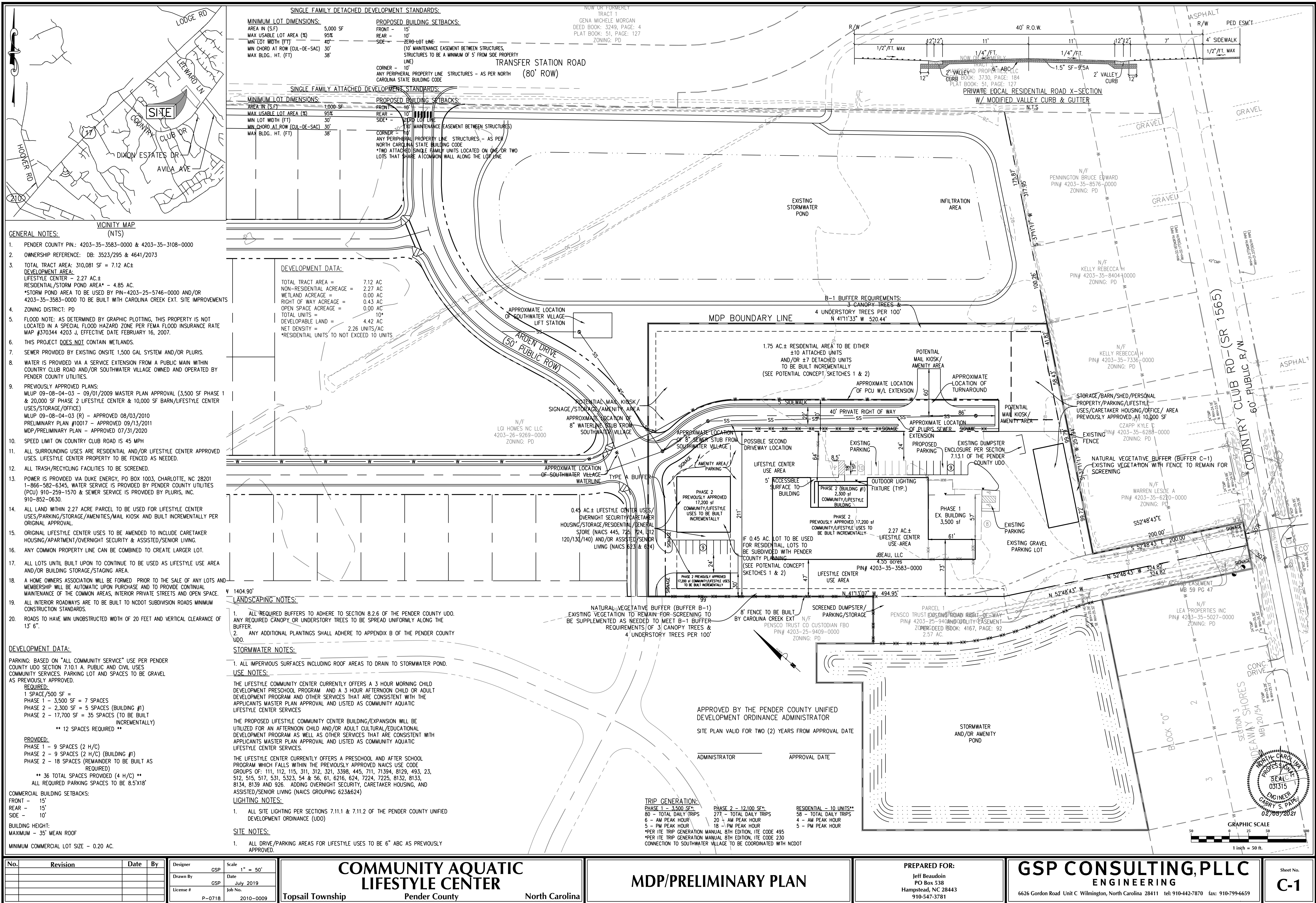
Planning Staff is submitting the proposal for Planning Board disposition. The request is consistent with the Future Land Use Map as well as three (3) policies within the Pender 2.0 Comprehensive Land Use Plan and was not found to conflict with any goals, objectives, or policies within that plan. The proposed development is consistent with the Pender County Unified Development Ordinance. Therefore, Planning Staff recommends the approval of the Master Development Plan Revision as detailed in the report for the development known as the Community Aquatic Lifestyle Center. All subsequent changes or revisions to the Master Development Plan are subject to the Planning Board review and approval.

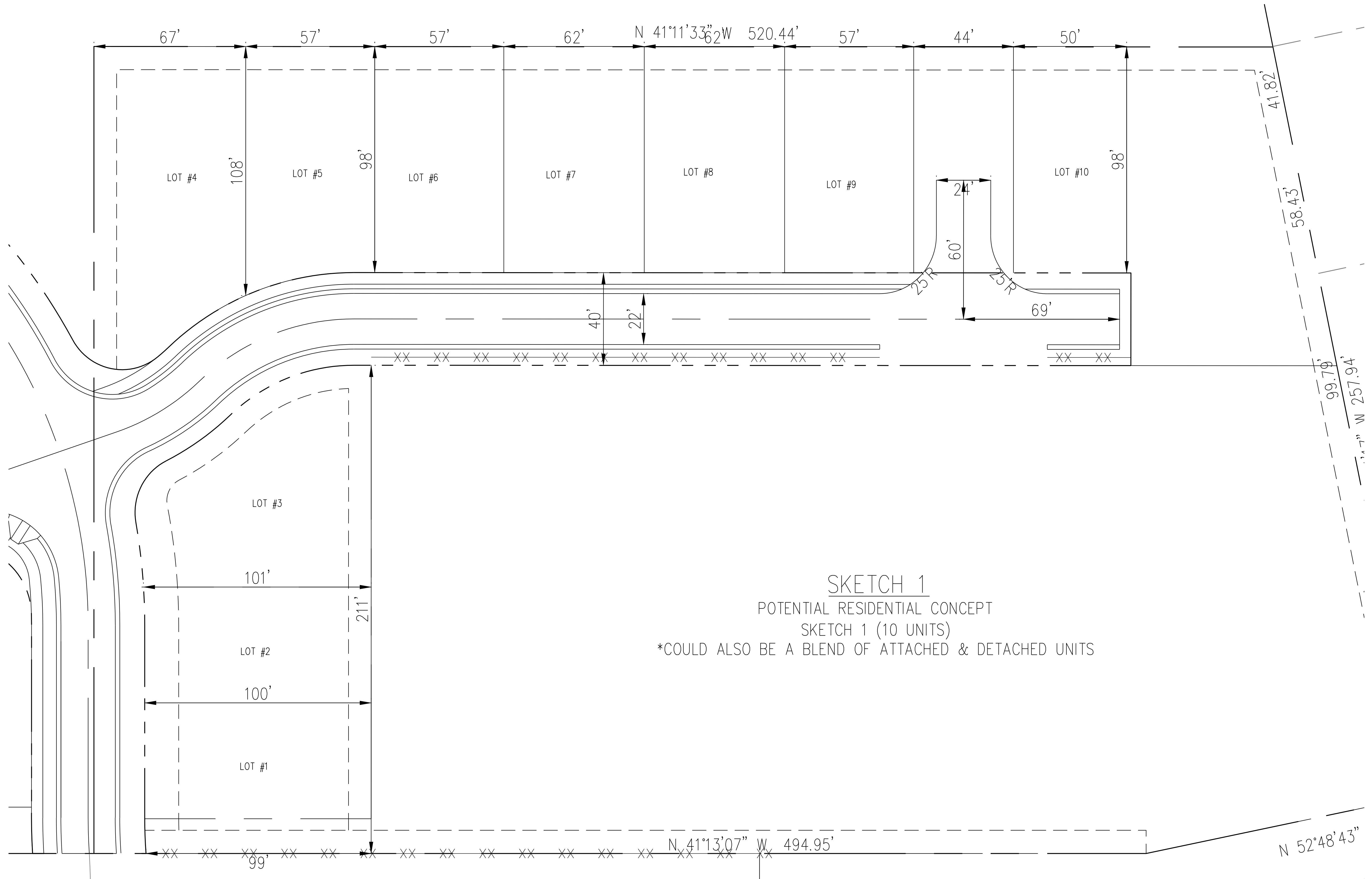
BOARD ACTION FOR MASTER PLAN

Motion: ____ **Seconded:** ____

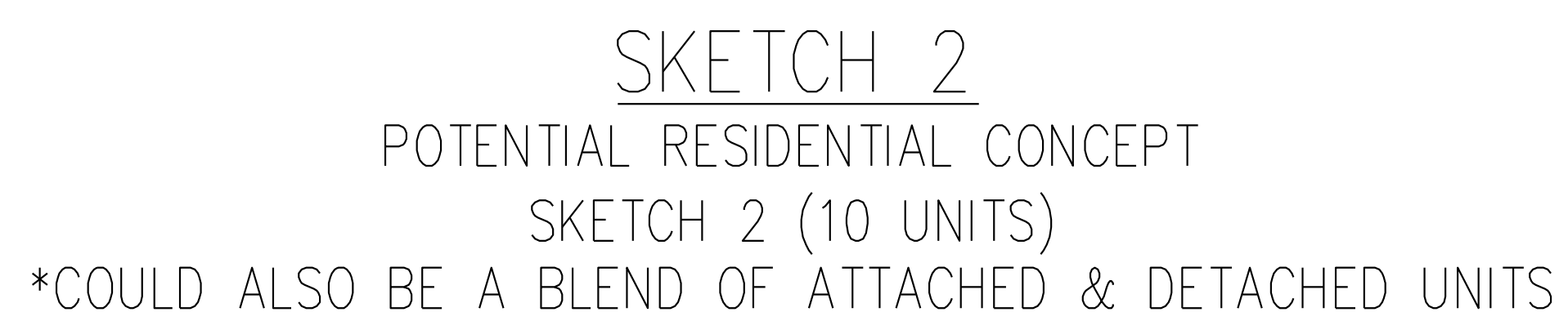
Approved: ____ **Denied:** ____ **Unanimous:** ____ **Tabled:** ____

McClammy: ____ Jordan: ____ Beaudoin: ____ Buchanan: ____ Gruntfest: ____ Pitts: ____ Teachey: ____

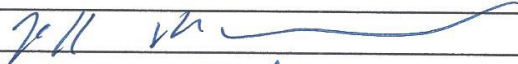
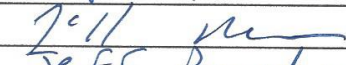




SKETCH 1
POTENTIAL RESIDENTIAL CONCEPT
SKETCH 1 (10 UNITS)
*COULD ALSO BE A BLEND OF ATTACHED & DETACHED UNITS



APPLICATION FOR MASTER DEVELOPMENT PLAN

THIS SECTION FOR OFFICE USE			
Application No.	MDP	Date	
Application Fee	\$	Invoice Number:	
Pre-Application Conference		Hearing Date	
SECTION 1: APPLICANT INFORMATION			
Applicant's Name:	JEFF Beaudoin	Owner's Name:	JEFF Beaudoin
Applicant's Address:	P.O. Box 538	Owner's Address:	P.O. Box 538
City, State, & Zip	Hampstead, NC 28443	City, State, & Zip	Hampstead NC 28443
Phone Number:	910-547-3781	Phone Number:	910-547-3781
Email Address:	JJBeaudoin@MSN.com	Email Address:	JJBeaudoin@MSN.com
Legal relationship of applicant to land owner:			
SECTION 2: PROJECT INFORMATION			
Type of Master Development Plan	☐ Residential RP, PD, RM MH District	☐ Commercial GB, OI, IT, GI District	☐ Mixed Use PD
Property Identification Number (PIN):	4203-35-3108-0000 (2.57) 4203-35-3583-0000 (4.55)	Total property acreage:	7.12
Zoning Classification:	PD	Acreage to be disturbed:	4.32
Water Provider	Pender utilities	Wastewater Provider:	Pluris and/or 1500 gal/b. on site septic
Project Address :	1497 Country Club Road Hampstead NC 28443		
Description of Project Location:	PD zone, Existing Lifestyle Center Buildings.		
Describe activities to be undertaken on project site:	Residential and Lifestyle Building/Center.		
SECTION 3: SIGNATURES			
Applicant's Signature		Date:	12/30/20
Applicant's Printed Name	JEFF Beaudoin	Date:	12/30/20
Owner's Signature		Date:	12/30/20
Owner's Printed Name	JEFF Beaudoin	Date:	12/30/20

NOTICE TO APPLICANT							
1. Applicant or agent authorized in writing must attend the public hearing. 2. Once the public hearing has been advertised, the case will be heard unless the applicant withdraws the application or unless the Planning Board or other authorized person agrees to table or delay the hearing. 3. All fees are non-refundable 4. A complete application packet must be submitted prior to the deadline in order to be placed on the next Planning Board Agenda							
Office Use Only							
☐	MDP Fees: (\$500.00 plus \$10/acre for the first 100 acres \$5/acre thereafter)				Total Fee Calculation: \$		
Attachments Included with Application: (Please include # of copies)							
CD /other digital version	☐ Y ☐ N	Plan Sets	# of large	# of 11X17	Other documents/Reports	☐ Y ☐ N	
Payment Method:	Cash : ☐ \$ _____		Credit Card: ☐ Master Card ☐ Visa		Check: ☐ Check # _____		
Application received by:						Date:	
Application completeness approved by:						Date:	
Date scheduled for public hearing:							

Lifestyle Center:

The Lifestyle center MDP was originally approved in 9/2009 for Phase 1 – 3500 Sq ft building (existing) and Phase 2 – an additional 30,000 Sq ft of Building(s) to be built incrementally (2300 sq ft currently existing).

The original approval consisted of a multitude of uses with the main goal of meeting the needs of the community through recreation, health, wellness, water safety, environmental/agriculture/outdoor programs and education, culinary space, general store, artisan food and beverage, social and culinary experiences, and space for creative cultural arts. Uses included BONA FIDE FARM ACTIVITIES –(gardens, hobby farm, vineyard, farming education/programs) & Artisan food and beverage and other artisan goods, misc retail general store, sports pro shop, general store with food/beverage/Book Swap, social programs, business clubs, membership clubs, recreational clubs, general office rental, health care services, physical therapy and rehab, Child care, family care, mental health/wellness, youth competition & mastery, triathlon training, environmental & outdoor education center(s), climbing tower/ropes course, programs benefiting people with disabilities, recreational events, activities, festivals, exhibitions, creative cultural arts and performance, farmer/trader market, art classes/activities, recreational programs, educational programs, fundraising, special events, recreational, occupational, and art therapy, senior fitness, healthcare, and social programs, preschool and after school care, business/social/member club. See Use code section of MDP

The original development site was 28.55 acres and was to consist of (1) the Lifestyle center component coupled with (2) a residential component. The residential component will be built by LGI homes on the 24 acres behind the subject 4.55 acres and the applicant (7- 10 units) within the subject 4.55 acres. These sales will enable the applicant to continue to carry forward with the vision of the Lifestyle Center. Additionally, the Applicant has been in constant communication with Bill Clark homes whom is building out the approved adjacent master development - Carolina Creek Subdivision and Carolina Creek Extension which is directly adjacent to the Subject Lifestyle Center Property. LGI, Bill Clark Homes, Mungo Homes, and adjacent Country Club Road neighbors are all very excited for the progression of the Lifestyle Center, sidewalk interconnectivity, connection to the East Coast Greenway trail (which will eventually connect to the Mountain to Sea trail through Holly Shelter), and connection to Kiwanis Park and the new Iron Clad Brewery and Golf.

The subject MDP does contain flexibility with single family detached and/or attached and/or Lifestyle Center Uses on the .45 acre lot that will be located directly off of the Arden Drive Public Right of Way that traverses the LGI, Carolina Creek Ext, and Carolina Creek subdivisions. The .45 acre General Store Artisan use has been discussed with LGI, Bill Clark Homes, and Neighbors whom all are very supportive and excited for this. However, the applicant has yet to perform a cost benefit analysis to determine the feasibility of this use. If not feasible, the acreage will be utilized for Residential purposes.

Currently, there is preschool and after school care operating within the Lifestyle Center on a non-profit basis and offering many of the approved Lifestyle Center uses and this will continue to expand as planned.

January 7, 2021

Hello Neighbors:

We are hosting an open house on Saturday January 23rd 2021 at 1497 Country Club Road Hampstead from 4-6PM. We would like to share our plan for the Lifestyle Center Property expansion which includes the Hampstead Community Barn, and residential connection to LGI's South Water subdivision.

The open house will be on the covered front porch of the new building. Just come down the driveway adjacent to the rainbow fence and park over in the side parking lot.

If you have any questions, please feel free to reach out to me directly at 910-547-3781

We hope to see you there!

Kind Regards

Jeff Beaudoin

910-547-3781

[External]Beaudoin Community Meeting

jeff beaudoin <jjbeaudoin@msn.com>

Mon 1/25/2021 5:21 PM

To: Travis Henley <thenley@pendercountync.gov>

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Travis:

I held my community meeting on Saturday January 23 2021. One adjacent property owner attended - Les Warren - 1509 Country Club Road. We discussed the plan and Les is fine with it.

I am friends with many of the adjacent neighbors and they know that what ever I do over there will be done right.

I told everyone that if they have any questions to call my cell directly and I can meet with them one on one as I am over there just about every day.

As I previously mentioned, I had a meeting with LGI homes and shared my plan. I told them we are considering a general type store with Pizza as a use on the .45 acre lot and they liked the idea. I also shared that with Les and he loved the idea.

I am working with LGI closely on roads, grading, PUMP station, Utilities connection, and directing storm water.

Let me know your initial comments and I will get an updated plan to you and staff by Friday

thanks

Jeff B
910-547-3781



305 Chestnut Street
PO Box 1810
Wilmington, NC 28402
Ph: (910) 341-3258
Fax: (910) 341-7801
www.wmpo.org

MEMORANDUM

To: Pender County Technical Review Committee
Date: 2/3/2021
Subject: MDPR 2028-21 Community Aquatic Lifestyle Center

Comments:

NCDOT Projects:

TIP Projects in the Area: W-5803B

Project Description: US 17 BETWEEN NEW HANOVER / PENDER COUNTY LINE AND MILE POST 19.3 IN ONSLOW COUNTY. INSTALL SHOULDER RUMBLE STRIPS.

Construction Year: 2022

TIP Projects in the Area: U-5732

Project Description: US 17 from SR 1582 (WASHINGTON ACRES ROAD) TO SR 1563 (SLOOP POINT LOOP ROAD). CONVERT TO SUPERSTREET

Construction Year: 2029

TIP Projects in the Area: R-3300B

Project Description: US 17 from NC 210 TO US 17 NORTH OF HAMPSTEAD.

Construction Year: 2022

WMPO 2040 Projects:

Projects in the Area: R-12 (TIP# U-5732)

Project Description: US 17 Superstreet from Washington Acres Rd to Sloop Point Road

Pender County CTP: N/A

TIA: A TIA will not be required based on the following trip generation:

Land Use	Size	Unit	24 Hour Volumes	AM Peak Hour Trips		PM Peak Hour Trips	
				Enter	Exit	Enter	Exit
LUC 210 Single-Family Detached Housing	10	Dwelling Units	125	3	9	7	4
LUC 495 Recreational Community Center	15.6	1000 GFA	450	18	9	17	19

Wilmington Urban Area Metropolitan Planning Organization

City of Wilmington • Town of Carolina Beach • Town of Kure Beach • Town of Wrightsville Beach
County of New Hanover • Town of Belville • Town of Leland • Town of Navassa • County of Brunswick
County of Currituck • The Fear Public Transportation Authority • North Carolina Department of Transportation



Technical Review Committee Review and Response

Date: 1/29/21

Name: Brad Haste

Phone: (910)467-0500

Case Name: MDPR 2021-21 (Beaudoin)

Agency: NCDOT

Email: blhaste@ncdot.gov

Requirements:

Recommendations:

Comments:

Driveway permit required

Information Requested:

Please Follow Up Prior to Meeting: Yes ☐ No ☒



Technical Review Committee Review and Response

Date: 1-28-2021

Name: Tommy Batson

Phone: 910-470-4721

Case Name: MDPR 2028-21

Agency: Pender EM/FM

Email: tbatson@pendercountync.gov

Requirements:

503.2 Specifications. Fire apparatus access roads shall be installed and arranged in accordance with Sections 503.2.1 through 503.2.8. 503.2.1 Dimensions. Fire apparatus access roads shall have an unobstructed width of not less than 20 feet (6096 mm), exclusive of shoulders, except for approved security gates in accordance with Section 503.6, and an unobstructed vertical clearance of not less than 13 feet 6 inches (4115 mm). Fire access roads shall not exceed 6% in grade.

Recommendations:

Comments:

Must meet the NC fire Code

Information Requested:

N/A

Please Follow Up Prior to Meeting: Yes ☐ No ☒



Pender County ZTA 2021-12

TO: Planning Board
FROM: Travis Henley
DATE: March 2, 2021
SUBJECT: ZTA 2021-12

SUMMARY:

Pender County, applicant, is requesting the approval of a Zoning Text Amendment to the Pender County Unified Development Ordinance. Specifically, the request is to amend Section 5.3.12.F “Industrial Parks” to revise standards related to off-street loading and unloading facilities within approved industrial parks. A detailed description of the proposed changes is available in the Pender County Planning and Community Development Department Offices.

ACTION REQUESTED:

To hold a Public Hearing and consider the Zoning Text Amendment.

ATTACHMENTS:

1. ZTA 2021-12 Staff Report PB
2. ZTA 2021-12 Proposed Ordinance Language
3. ZTA 2021-12 Application

**PLANNING STAFF REPORT
ZONING TEXT AMENDMENT**

SUMMARY:

Hearing Date: March 2, 2021 Planning Board
March 15, 2021 Board of Commissioners
Applicant: Pender County
Case Number: ZTA 2021-12

Text Amendment Proposal: Pender County, applicant, is requesting the approval of a Zoning Text Amendment to the Pender County Unified Development Ordinance. Specifically, the request is to amend Section 5.3.12.F “Industrial Parks” to revise standards related to off-street loading and unloading facilities within approved industrial parks. A detailed description of the proposed changes is available in the Pender County Planning and Community Development Department Offices.

RECOMMENDATION

The Administrator respectfully recommends approval of the Zoning Text Amendment to the Unified Development Ordinance as described in this report, as the amendment is consistent with the Pender County Unified Development Ordinance and with the Pender 2.0 Comprehensive Land Use Plan. The text amendment provides a mechanism for loading and unloading facilities to be placed along the front of buildings within approved industrial parks in certain unique circumstances, particularly when attempting a cross-dock arrangement within an industrial building. The text amendment is consistent with one (1) policy in the Pender 2.0 Comprehensive Land Use Plan.

AMENDMENT DESCRIPTION

Pender County, applicant, has requested this text amendment to the Unified Development Ordinance to provide a mechanism to allow for front-facing loading and unloading facilities in unique scenarios within approved industrial parks. Currently, the Ordinance prohibits loading and unloading facilities along the front of buildings within approved industrial parks, allowing them only along the sides and rear of a building. However, loading and unloading facilities are allowed to face a right-of-way within an approved industrial park so long as these facilities are “screened by effective landscaping or otherwise from view of any public street or access road within or leading to or from the Park.”

The proposed Zoning Text Amendment would provide a mechanism to allow for front-facing loading and unloading facilities in scenarios where cross-dock loading and unloading facilities are proposed and with permission from property owner’s board or other covenant holders within an approved industrial park. Cross-dock organization includes loading and unloading facilities on opposite sides of a building, which can allow for increased efficiency and ease of operations in many fields, particularly in logistics and freight movement operations. Cross-dock buildings are currently permitted in side-to-side arrangements under the standards of the Unified Development Ordinance, but not front-to-rear. The language also ensures that front-facing loading and unloading facilities are no more prevalent than rear-facing loading and unloading facilities on the same building to ensure that this standard is used only in true cross-dock situations.

Furthermore, Industrial parks approved and functioning under the standards of Section 5.3.12.F 'Industrial Parks' are required to provide covenants that, among other things, establish a property owner's association at the time of initial creation. Were an industrial park not to have a property owner's board, the mechanism for obtaining front-facing loading and unloading facilities shall be through a Variance in accordance with Section 3.14 of the Unified Development Ordinance.

Proposed language from Section 5.3.12.F.6.b 'Loading,' within which all proposed amendments are proposed, is provided below. The entirety of Section 5.3.12.F 'Industrial Park' with proposed amendments is provided as Attachment 1.

- b) Loading:
 - i) Off-street loading and unloading facilities shall be provided by each owner or lessee of any parcel of land within the Park when that parcel is developed;
 - ~~ii) Such loading and unloading shall be to the rear or side of any buildings on said parcels of land.~~
 - ii) Parking and loading facilities shall generally be located along the side or rear of lots. Loading facilities may be located facing the front of a lot only when:
 - a. Cross-dock operations are proposed, in which loading facilities are on opposite sides of a building;
 - b. Bays located along front of building do not exceed bays located along rear; and
 - c. Expressed written permission is provided by property owner's board or other covenant holder within approved industrial park.
 - iii) Allowance for front-side loading and unloading facilities within this Ordinance shall not override restrictive covenants in place for approved industrial parks that prohibit front-facing loading and unloading facilities.
 - iv) Front-side loading and unloading facilities in industrial parks without a property owners board shall require approval of a Variance in accordance with Section 3.14.
 - v) All loading and unloading facilities shall be screened by effective landscaping or otherwise from view of any public street or access road within or leading to or from the Park.

EVALUATION

As prescribed in the Pender County Unified Development Ordinance Section 3.18.5, in evaluating any proposed Ordinance text amendment, the Planning Board and the County Commissioners shall consider the following:

- 1) The extent to which the proposed text amendment is consistent with the remainder of the Ordinance, including, specifically, any purpose and intent statements;
- 2) The extent to which the proposed text amendment represents a new idea not considered in the existing Ordinance, or represents a revision necessitated by changing circumstances over time;
- 3) Whether or not the proposed text amendment corrects an error in the Ordinance; and
- 4) Whether or not the proposed text amendment revises the Ordinance to comply with state or federal statutes or case law.

In deciding whether to adopt a proposed Ordinance text amendment, the central issue before the Planning Board and County Commissioners is whether the proposed amendment advances the public health, safety or

welfare and is consistent with any adopted County Land Use Plan documents and the specific intent of this Ordinance.

Pender County Unified Development Ordinance Compliance

The proposed Zoning Text Amendment seeks to increase flexibility within industrial parks with regards to loading and unloading facilities to allow expanded opportunities for cross-dock arrangements. Cross-dock arrangements are not explicitly mentioned in the Unified Development Ordinance. They would be permitted in a side-to-side arrangement under the current standards, however these arrangements require unique building shapes in most cases. Upon relatively shallow lots, a side-to-side cross dock arrangement typically is impractical. The proposed text amendment would allow these arrangements to exist in a front-to-rear scenario.

Furthermore, while the Unified Development Ordinance currently prohibits loading and unloading facilities along the front of buildings, there are multiple buildings within the only existing example of an industrial park under these standards (that being Pender Commerce Park on US HWY 421) where buildings have loading and unloading facilities that face a roadway within the park due to the design of the park and the roads within it as well as the designation of the front and side of buildings. The proposed language allows for front-facing loading and unloading facilities only in cross-dock arrangements and when those along the front do not exceed those along the rear, to prevent loading facilities from being placed only along the front of buildings.

Pender 2.0 Comprehensive Land Use Plan Compliance

The Pender 2.0 Comprehensive Land Use Plan includes language generally supporting the recruitment and siting of compatible industrial establishments in a method consistent with the County's future land use maps. By virtue of the standards of Section 5.3.12.F 'Industrial Parks,' potential industrial parks are required to be evaluated for their conformance with the Pender 2.0 Comprehensive Land Use Plan via the Special Use Permit process.

The Zoning Text Amendment described in this report is consistent with the following policy in the Pender 2.0 Comprehensive Land Use Plan:

Policy 5.1.N: Industrial Uses and Business Development: The County supports the recruitment and siting of compatible industrial, heavy commercial, and large-scale employment establishments in areas that are consistent with the County's future land use map. Compatible heavy commercial and employment center uses are also appropriate within the Regional Mixed Use future land use category.

The allowance of front-facing loading and unloading facilities in cross-dock arrangements within approved industrial parks was found to be consistent with the above policy due to the proposal's efforts to increase flexibility in industrial park standards to aid in recruiting many types of industrial uses, including those focused on logistics and freight movement.

Though the language of the proposed Zoning Text Amendment would apply generally to any approved industrial park within the County, currently the only approved use under Section 5.3.12.F is the Pender Commerce Park. The Pender 2.0 Comprehensive Land Use Plan includes a policy and a recommended action that address the Pender Commerce Park specifically, and the proposed Zoning Text Amendment was found to be consistent with both:

Policy 5.1.O: Pender Commerce Park/US 421: The County encourages and supports economic development projects of industrial, commercial, and other employment-related development in Pender commerce Park and other properties in the vicinity.

Recommended Action 5.1.N.1: Consider committing additional County resources to improve and expand efforts to retain and recruit industrial. Place emphasis on re-use of vacant buildings, recruitment of clean industries, expansion of the Pender Commerce Park, and creation of jobs.

The proposal was not found to conflict with any goals, objectives, or policies within the Pender 2.0 Comprehensive Land Use Plan.

RECOMMENDATION

The Administrator respectfully recommends approval of the Zoning Text Amendment to the Unified Development Ordinance as described in this report, as the amendment is consistent with the Pender County Unified Development Ordinance and with the Pender 2.0 Comprehensive Land Use Plan. The text amendment provides a mechanism for loading and unloading facilities to be placed along the front of buildings within approved industrial parks in certain unique circumstances, particularly when attempting a cross-dock arrangement within an industrial building. The text amendment is consistent with one (1) policy in the Pender 2.0 Comprehensive Land Use Plan.

PLANNING BOARD CONSISTENCY STATEMENT:

TO APPROVE: Motion to approve the Zoning Text Amendment and to make a finding that the approval is consistent with the Pender 2.0 Comprehensive Land Use Plan. Generally, the Pender 2.0 Comprehensive Land Use Plan supports efforts to increase industrial uses, and provide flexibility for those uses, in specific areas within the County where consistent with the Plan. The proposed amendment is consistent with the policy in the Pender 2.0 Comprehensive Land Use Plan:

- **Policy 5.1.N**

There are no specific goals, objectives, or policies that conflict with the proposal. The proposed Zoning Text Amendment is consistent with the spirit, purpose, and intent of the Pender 2.0 Comprehensive Land Use Plan and with the Pender County Unified Development Ordinance.

TO DENY: Motion to deny the Zoning Text Amendment and to make a finding that although the proposal is consistent with the Pender 2.0 Comprehensive Land Use Plan, said denial is reasonable and in the public interest and does not further the goals of the Pender 2.0 Comprehensive Land Use Plan because [INSERT REASONING].

BOARD ACTION FOR ZONING TEXT AMENDMENT

Motion: _____ **Seconded:** _____

Approved: _____ **Denied:** _____ **Unanimous:** _____

McClammy: _____ Jordan: _____ Beaudoin: _____ Buchanan: _____ Gruntfest: _____ Pitts: _____ Teachey: _____

Section 5.3.12 Miscellaneous Uses

F. Industrial Park

- 1) **Applicability:** In order to qualify as an Industrial Park, the subject property must:
 - a) Be entirely located in a General Industrial zone, according to the official zoning map of Pender County;
 - b) Contain at least 200 acres under unified control;
 - c) Have direct access to a road designated by the NCDOT as a US, or NC Highway; or at least a portion of the property shall be within 5000' of such a road and have direct access to a state maintained road;
 - d) Be served, or have written confirmation from the Utility Authority that the area will be served, by a public water and sewer system; and
 - e) Obtain a Special Use Permit from the Board of County Commissioners.
- 2) **Subdivision Procedure:** Industrial Parks shall be exempt from the procedures established in Section 3.8, Subdivisions, Section 3.9, Minor Subdivision, and 3.10, Major Subdivision, of the Pender County UDO. The following regulations apply:
 - a) Major and minor subdivisions of an Industrial Park are subject to review by the Technical Review Committee, and are reviewed and approved by the UDO Administrator.
 - b) Plans must meet all the requirements prescribed in Section 6.4, Preliminary Plat Contents, and Section 6.5, Final Plat Contents in the Pender County UDO, except that subdivision plans for an Industrial Park shall be exempt from:
 - i) The timing and phasing requirements of Sections 6.5.A.1, 6.5.A.4, and 6.5.A.8;
 - ii) The homeowner's association requirements of Sections 6.5.B.3 and 6.5.B.6; and
 - iii) The preliminary plat requirements of Sections 6.4.A.9 through 6.4.A.13.
 - a. Industrial Parks shall follow the subdivision standards listed in Section 5.3.12.E.3, Subdivision Standards, below.
 - b. These standards must be met and shown on the Preliminary Plat.
 - c) A copy of the draft protective covenants to be recorded on the Park shall be submitted with the final plat application.
 - i) The covenants shall address: owner's association, organization, responsibilities & membership, use and other restrictions on the property, term, revisions & renewal of the covenants, nuisances on the property and maintenance of facilities in the park.
 - ii) The covenants as approved under the Special Use Permit shall be recorded prior to division or sale of any parcels and prior to issuance of any zoning permit for or within the Park.
 - d) The final plat shall be reviewed and approved or disapproved and notice of action taken provided to the applicant within 30 working days of completed submission. When the final plat is approved the signed original will be provided to the applicant and a signed copy placed in the Record File for the subdivision.
 - e) A final plat shall be approved on a finding that the applicant demonstrates that the proposed division meets all of the requirements of the Pender County UDO and will:
 - i) Be in harmony with the Special Use Permit;
 - ii) Be in accordance with the Preliminary Plat;

- iii) Not endanger the public health or safety;
 - iv) Be in conformity with the County's Land Use Plan.
- 3) Subdivision Standards: Industrial Parks shall be exempt from the regulations of Article 7.6, Open Space, and Article 8, Landscaping and Buffers. As an alternative, Industrial Parks are governed by the following open space and landscaping standards:
- a) Open Space:
 - i) Approved Industrial Parks shall provide dedicated area(s) as open space, equating to 5% of the overall Industrial Park.
 - ii) The open space must be dedicated at the time in which at least 25% of the Industrial Park is occupied.
 - b) Landscaping and Buffers:
 - i) A visually opaque landscaped buffer of native vegetation at least 20 feet in width and/ or combination of berms and fencing is required along the external perimeter of the Industrial Park.
 - ii) Existing trees and shrubs shall count towards meeting the buffer yard and screening requirements.
 - iii) The buffer areas may be in common area and counted towards meeting open space requirements.
 - iv) For every 1,000 sf. of buffer area, the buffer areas shall include:
 - a. Ten evergreen shrubs; and
 - b. Three trees, which shall consist of the following:
 - i. 50% large maturing;
 - ii. 25% small maturing, and
 - iii. 25% evergreen.
 - v) Buffers will not be required for internal property boundaries of Industrial Parks with the exception of road frontage.
 - vi) The Administrator may allow modification to the buffer width and planting types when special site conditions exist.
- 4) Major Site Plan Procedure: Individual Sites locating within an Industrial Park shall be exempt from Section 3.7, Major Site Development Plan, of the Pender County UDO. The following procedure applies:
- a) Major Development Plans are subject to review by the Technical Review Committee, and are reviewed and approved by the UDO Administrator.
 - b) Master Development Plans shall meet all of the requirements of Section 6.1.3 Major Development Plans Contents – Commercial and Industrial Districts, with the exception of Section 6.1.3.A.10.
 - i) The Major Development Plan shall meet the Landscaping and Buffer requirements set forth below in Section 5.3.12.E.6.e, Landscaping and Buffers.
 - ii) The Major Development Plan shall be complete at the time of submittal and must be made by a licensed professional and illustrated at sufficient scale and with detailed design for the all uses located within the industrial park.
 - c) Major Development Plans shall be reviewed and approved or disapproved and notice of action taken provided to the applicant within 30 working days of completed submission.

- 5) Site Dimensional Standards: Individual Sites shall be exempt from the regulations of Section 4.14, Zoning District Dimensional Requirements of the Pender County UDO. The following site dimensional standards apply:

Dimensional Standards for Individual Sites in Industrial Parks	
Maximum Height	50 feet
Minimum Setbacks ^[1]	
Front ^[2]	50 feet
Rear ^[3]	25 feet
Side ^[3]	25 feet
Corner ^[4]	50 feet
Minimum Building Separation	North Carolina Building Code Regulations Apply
Minimum Lot Width	100 feet
NOTES:	
[1] There must be an owner maintained strip with a minimum of 20 feet in width of landscaped ground along the street property lines, except that drives and walks may be located within the landscaped strip.	
[2] In the event more than one parcel of land shall be owned by one person or entity, and in the improvement of each parcel of land, a building shall be erected on more than one parcel of land, then the interior rear or side setbacks may be waived.	
[3] In the case of corner lots, both 50 foot front setbacks will apply.	

- 6) Site Design Standards: Individual Sites shall be exempt from the regulations of Article 7, Design Standards, and Article 8, Landscaping and Buffers, of the Pender County UDO. Individual Sites shall meet the following site design standards:
- a) Parking:
- i) Each Individual Site located within the approved Industrial Park shall provide three parking spaces for each four employees on the largest shift plus additional spaces for vehicles permanently used in the operation of the business.
 - a. At the discretion of the Administrator, a reduction to the parking requirements may be approved if the applicant demonstrates the peak level of need is lower than these standards require.
 - b. To justify the reduction, a statement shall be provided by a licensed professional addressing facility usage, employment figures, shift changes, and any other applicable standards.
- b) Loading:
- i) Off-street loading and unloading facilities shall be provided by each owner or lessee of any parcel of land within the Park when that parcel is developed;
 - ~~ii) Such loading and unloading shall be to the rear or side of any buildings on said parcels of land.~~
 - ii) Parking and loading facilities shall generally be located along the side or rear of lots. Loading facilities may be located facing the front of a lot only when:
 - a. Cross-dock operations are proposed, in which loading facilities are on opposite sides of a building; and

- b. Expressed written permission is provided by property owner's board or other covenant holder within approved industrial park.
- iii) Allowance for front-side loading and unloading facilities within this Ordinance shall not override restrictive covenants in place for approved industrial parks that prohibit front-facing loading and unloading facilities.
- iv) Front-side loading and unloading facilities in industrial parks without a property owners board shall require approval of a Variance in accordance with Section 3.14.
- v) All loading and unloading facilities shall be screened by effective landscaping or otherwise from view of any public street or access road within or leading to or from the Park.
- c) Outdoor Lighting:
 - ii) Outdoor lighting shall utilize illumination so as to not cast direct light beyond any property line.
- d) Outdoor Storage and Screening:
 - ii) Outdoor storage yards and storage areas, incinerators, storage tanks, and trucks based on the premises, shall either be housed in closed buildings or be screened for sound and sight from public view as is deemed necessary by the Administrator and shall be placed so as to conform with the setback requirements of Section 5.3.12.E.5, Site Dimensional Standards, above.
 - iii) Such screening shall include landscaping or permanent fences (excluding chain link), or approved solid materials and shall be located so as to most effectively screen the view of the offending items from the street.
 - iv) The Administrator may allow modification to the screening requirements when special site conditions exist.
- e) Landscaping Standards:
 - ii) If applicable, Individual Sites must ensure that the 20 foot, visually opaque landscaped buffer required along the external perimeter of the Industrial Park is maintained, according to the requirements of Section 5.3.12.E.3.b, Landscaping and Buffers above.
 - iii) Buffers are not required for internal property boundaries of Industrial Parks with the exception of road frontage.

APPLICATION FOR TEXT AMENDMENT

THIS SECTION FOR OFFICE USE			
Application No.	ZTA 2021-12	Date	2/2/21
Application Fee	\$ N/A	Receipt No.	N/A
Pre-Application Conference	N/A	Hearing Date	PB 3/2 BOC 3/15
SECTION 1: APPLICANT INFORMATION			
Applicant's Name:	Pender County		
Applicant's Address:	805 S. Walker St.		
City, State, & Zip	Burgaw, NC 28425		
Phone Number:	919-259-1202		
Email Address:	thorley@pendercountync.gov		
SECTION 2: UDO TEXT TO BE AMENDED			
Current Text to be Amended (Please site accurate Article number referenced):			
See proposal language - Section 3.3.12.F			
Proposed Text to be added:			
See proposal language			
SECTION 3: SIGNATURE			
Applicant's Signature			Date: 2/2/21
NOTICE TO APPLICANT			
If the applicant makes significant changes to the application for a text amendment after the Planning Board has made its recommendation, the Administrator may refer the modified request back to the Planning Board for an additional public hearing.			
TEXT AMENDMENT CHECKLIST			
☒	Signed application form		
☒	Application fee		
☒	A letter describing, in detail the intent and purpose of the amendment presented, meeting the approval criteria set forth in Section 3.18.5 of the Pender County UDO (shown on page 1 of this application)		
Office Use Only			
ZTA Fees: \$250 N/A		Total Fee Calculation: N/A	
Payment Method:	Cash : ☐ \$ _____	Credit Card: ☐ Master Card ☐ Visa	Check: ☐ Check # _____
Application Received By: 		Date: 2/2/21	
Application completeness approved: 		Date: 2/2/21	
Dates Scheduled for Public Hearings:		☒ Planning Board: 3/2/21	☒ BOC: 3/15/21