

Director of  
Planning and Inspections  
MEREDITH GUNS

Chief Building Inspector  
MATT LOWCHER

Building Inspector  
MARTY SHAW

Code Enforcement Officer  
CHARLES THUMAN



**THE TOWN OF KILL DEVIL HILLS**  
NORTH CAROLINA

Assistant Director of  
Planning and Inspections  
BRYAN BRIGHTBILL

Senior Planner  
CAMERON RAY

Zoning Administrator  
DONNA ELLIOTT

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**PLANNING DEPARTMENT**

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August 10, 2020

Memorandum

To: Debbie Diaz, Town Manager

From: Cameron Ray, Assistant Planning Director *CR*

Subject: Amended Conditional Use Site Plan – Amber Harrison Jennings – 808 A Eighth Avenue in the Light Industrial Two Zone – Modify Site Plan to Remove Workforce Housing Designation from Unit 808A

Attached with this memorandum you will find a request to change the designation of workforce housing unit 808 A Eighth Avenue to a market rate unit. Also attached is the Amended Declaration of Covenants, which is required to be signed by all eight owners prior to recordation. Additionally, a site plan showing the proposed change of market rate and workforce housing units on the site has been attached.

The request meets the requirements outlined in § 153.207 (A) *Work force housing*.

The Amended Conditional Use Site Plan request is subject to the following conditions:

1. Payment of all waived fees associated with the conversion of Unit 808 A to market rate.
2. Submittal of Amended Declaration of Covenants signed by all eight owners.
3. Town Attorney approval
4. Payment of Town Attorney fees associated with review of the amended covenants.

Staff recommends setting the Public Hearing for September 14, 2020.

**ATTACHMENT CA-4B**

**AMBER HARRISON JENNINGS**  
**808A Eighth Avenue**  
**Kill Devil Hills, North Carolina 27948**

July 6<sup>th</sup>, 2020

Mrs. Meredith Guns  
Planning Director  
Town of Kill Devil Hills  
P.O. Box 1719  
Kill Devil Hills, NC 27948

Dear Mrs. Guns:

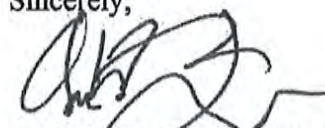
I, Amber Harrison Jennings, would like to request that 808A Eighth Avenue, Nature's Walk subdivision, be removed from a workforce housing designation as the same is defined within the Kill Devil Hills Town Code as a "Workforce Housing Unit". Upon your approval, Unit 808A will become a market rate unit. Attached is the plat identifying Unit 808A within the Nature's Walk Subdivision.

The removal has been met with the approval of the CDC responsible for facilitating our subject request based on the Covenants, Conditions, and Restrictions pertinent to Nature's Walk. All provisions of those restrictions pertaining to the providing of an "Intent to Sell" notice to the CDC have been met.

My attorney has also been instructed to prepare an amendment to the recorded restrictions for Nature's Walk, which amendment will act to remove Unit 808A from the workforce housing encumbrance of said restrictions once the same is recorded with the Dare County Public Registry. My attorney will ensure that all owners of units within Nature's Walk sign this amendment prior to recording.

Thank you very much for your assistance and please let me know if you need anything further from me.

Sincerely,



Amber Harrison Jennings

