



TOWN OF KILL DEVIL HILLS

Land Where Flight Began

MEMORANDUM

August 10, 2020

TO: Mayor and Board of Commissioners

FROM: Debora P. Díaz, Town Manager

REF: Public Hearing

1. Moore Shores Estuarine Access (Attached PH-1)

The Town of Kill Devil Hills has been invited to submit a final grant application to improve the Moore Shores Estuarine Access. The 75/25 N.C. Division of Coastal Management grant will fund planned improvements that include five off-street parking spaces, a handicap accessible walkway, and a pier with a kayak/canoe launch. This will be the first access in Kill Devil Hills to provide a launch area solely for non-motorized water recreation.

The Town is required to conduct a public hearing to receive public input on the proposed project prior to the final application. At its July 13, 2020, meeting, the BOC scheduled the public hearing for this evening's meeting at 6:00 p.m. At the conclusion of this public hearing, a motion will be in order to approve, disapprove, or table this item for further consideration.

Staff recommends approval of this item, including authorization for the Planning Department to submit a final grant application, and authorization for the Town Manager to expend Shoreline Access Capital Reserve funds for the Town's portion of this project.

A motion will be in order.



NORTH CAROLINA PUBLIC BEACH AND COASTAL WATERFRONT ACCESS PROGRAM

PRE-APPLICATION 2020-2021 CYCLE

Please complete a separate application for each proposed project and submit two (2) printed copies to your DCM District Planner. This application is also available online at:

deq.nc.gov/about/divisions/coastal-management

APPLICATION DEADLINE: FRIDAY APRIL 17, 2020

Project Name: Moore Shores Estuarine Access and Gazebo							
Provide a brief description of the proposed project: Develop Estuarine Access with parking, walkway, pier, gazebo over water and a kayak/canoe launch.							
Is this an ongoing project (Phase II of a previously funded project, or improvements to an existing project)? Please Describe: NO							
Government Name: Town of Kill Devil Hills Project Administrator Name: Meredith Guns Title: Planning Director Address: PO Box 1719, 102 Town Hall Drive City/State/Zip: Kill Devil Hills, NC 27948 Telephone: 252-449-5318 E-mail: meredith@kdhnc.com	Type of project: <input type="checkbox"/> Land Acquisition <input checked="" type="checkbox"/> Site Improvement <hr/> Demand for Access: <input checked="" type="checkbox"/> High <input type="checkbox"/> Medium <input type="checkbox"/> Low <hr/> Site Control: <input checked="" type="checkbox"/> Ownership <input type="checkbox"/> Lease (25 years or more) <input type="checkbox"/> Easement (25 years or more) <input type="checkbox"/> Joint Use Agreement						
Previous DCM Access Grant Recipient: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If yes, When? 2017						
Budget Totals and Financial Assistance Requested: 1. DCM Grant Assistance Requested: \$ 89,296.25 2. Total Local Contribution: \$30,395.42 a. Local Cash: \$ 30,395.42 b. Other Grant Cash: \$ Source: c. Other Grant Cash: \$ Source: d. Local In-Kind: \$ TOTAL PROJECT COST: \$ 119,691.67	Additional Project Costs/Funding Sources NOT included in the proposal (if applicable): <table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:70%;">Source:</td> <td style="width:30%;">Cost: \$</td> </tr> <tr> <td>Source:</td> <td>Cost: \$</td> </tr> <tr> <td>Source:</td> <td>Cost: \$</td> </tr> </table>	Source:	Cost: \$	Source:	Cost: \$	Source:	Cost: \$
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Signature: Meredith Guns

Name (print): Meredith Guns

Date: 5-11-2020

PUBLIC BEACH AND COASTAL WATERFRONT ACCESS PROGRAM

N. C. Division of Coastal Management

PRE-APPLICATION

2020-21 Cycle

M. Proposed Summary Budget: The form below must be completed and included with your application.

	Grant Assistance Requested	Local Cash Contribution	Local In-Kind Contribution	TOTAL
Land Acquisition Costs:				
	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Subtotal	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Permit and Design Fees:				
Survey Engineering and Arch Design	\$ 11,175	\$ 3,725	\$ 0.00	\$14,900
Construction Oversight	\$ 4,500	\$ 1,500	\$ 0.00	\$ 6,000
Subtotal	\$ 15,675	\$ 5,225	\$ 0.00	\$ 20,900
Site Improvement Costs:				
Materials				
Parking area, sidewalk, Walkway	\$ 39,971.87	\$ 13,953.96	\$ 0.00	\$53,925.83
Misc. Construction – signage S&E Final grading	\$ 1,725	\$ 575	\$ 0.00	\$2,300
Subtotal	\$ 41,696.87	\$ 14,528.96	\$ 0.00	\$ 56,225.83
Site Improvement Costs: Labor				
Parking, Sidewalk, Walkway	\$ 28,399.38	\$ 9,466.46	\$ 0.00	\$ 37,865.84
Misc. Construction – signage S&E Final grading	\$ 3,525	\$ 1,175	\$ 0.00	\$ 4,700
Subtotal	\$ 31,924.38	\$ 10,641.46	\$ 0.00	\$ 42,565.83
Local Administrative Costs:				
In-kind				
	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Subtotal	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL BUDGET	\$ 89,296.25	\$ 30,395.42	\$ 0.00	\$ 119,691.67

Additional Project Tasks NOT Included in this Proposal	Additional Project Cost
CAMA Permit	\$ 100
	\$ 0
TOTAL ADDITIONAL COST	\$ 100

N. Proposed Budget: If available, attach a detailed breakdown of the cost assumptions upon which the Summary Budget is based. Proposals that include this information increase their likelihood of funding. **Attachment N-1**

Provide the following ATTACHMENTS and NARRATIVE:

- A. **Project location maps:** Provide a regional location map and a detailed vicinity map (street map) showing the project location.
Attachment A-1
- B. **Site description:** Provide a description of the site, including natural features and existing improvements. Also include NC Division of Water Resources Surface Water Classification(s).
- C. **For Land Acquisition:** Provide an exhibit or boundary survey indicating land area, an estimated cost of the property, and basis for the estimate. *An overlay on aerial photos may be submitted.* Indicate whether or not the property would be acquired in phases.
N/A
- D. **Project description:** Provide a description of the project, including information on features, materials, and proximity to closest/other access sites.
- E. **Project site plan:** Provide a to-scale site plan showing property lines, proposed construction, significant natural features, and existing uses on adjacent lots. Include a north arrow and graphic scale. *Improvements shown as an overlay on aerial photos also may be submitted.* Provide to-scale building elevations and floor plans as applicable.
Attachment E
- F. **Pre-project tasks:** Identify tasks that must be completed prior to starting the project.
- G. **Is all or a portion of this project under consideration by other programs for funding?**
YES NO *If so, indicate which program(s) and which fiscal year(s). Does the funding requested from another program duplicate or complement the funding requested from the Access Program? How viable is the project if complementary funding from another program is not secured?*
- H. **Is this project identified as high local priority in your certified Future Land Use Plan or local Access Plan?**
YES NO *If so, attach a brief description of the plan and a statement of the extent to which the project implements the policies of the plan.*
Attachment H-1 and H-2
- I. **Is this project reflected in other policy documents or ordinances?** YES NO *If so, attach a brief description of the document or ordinance and a statement of the extent to which the project implements goals of the document or ordinance.*
Attachment I-1
- J. **Proposed Local Match and Cost Assumptions:** Provide narrative indicating the source of cash match and availability of funds. Provide narrative explaining the relevance of proposed in-kind match to the project. *If other state and/or federal funds are to be used as local match, indicate the amount, the funding source, when the funding will be awarded/available, and the specific project elements that will qualify for joint funding.*
- K. **List the types and sources of utilities proposed; and identify associated costs.**
N/A
- L. **List all necessary permits and/or certifications.**

Moore Shores Estuarine Access
CAMA 2020-21 Pre-Application

B. Site Description

Moore Shores is an existing access, 50 feet wide and approximately 232 feet deep to the water line. The property is a designated public estuarine access. The site fronts a two lane paved right of way, Bay Drive, which is maintained by the Town of Kill Devil Hills. Also, there is a 10 foot wide multi use path abutting the property within the right of way. The property slopes east to west toward the Kitty Hawk Bay. The grade difference between the right of way and the waterline is approximately 8 feet. The property is wooded with predominately live oaks and soil is sandy. The NC Division of Water Resources surface water classification for the Kitty Hawk Bay, and arm of the Albemarle Sound located in the Pasquotank River basin, as SC waters (aquatic life, secondary recreation, salt water). Currently the site is cleared of underbrush, delineated with a split rail fence and accessible to the public but there are no physical improvements on the property.

C. For Land Acquisition

N/A

D. Project Description

The proposed project includes a five car parking area with handicap accessible space, a five-foot wide concrete walkway toward the water transitioning to an elevated 6 foot wide walkway over the water ending with a gazebo and pass through canoe/kayak launch. The parking area will be asphalt 10'x18' spaces with one handicap accessible space. The concrete walkway will be approximately 156' feet of exposed aggregate concrete that will curve as necessary to preserve the live oaks on the property. The concrete path will transition to a raised composite timber walkway and pier. The walkway and pier will extend approximately 72 feet over the water, just between the small clusters of march grasses. The pier will end with a 12'x12' covered gazebo which will feature a canoe/kayak launch on the western side.

The entire facility will be handicap accessible. The concrete path will terminate as the ground level descends toward the waterline. The elevated deck will begin on dry land and extend over the water to the western edge of the marsh grasses to allow for easy canoe/kayak launching.

The parking area will be the only estuarine access parking area owned by the town of Kill Devil Hills. The site is located toward the north end of Town and is the only estuarine access facility in this area. The nearest estuarine access is Hayman Pier located ½ a mile south. This will be the Town's first access to provide canoe and kayak launch area. The only other launch facility is the Dock Street Access which is a NC Wildlife Resources Boat Launch, which is not ideal for non-motorized recreation.

This will provide access not only for people to enjoy the beautiful sound environment and wildlife but also allow for passive recreation opportunities for kayaks, canoes and paddle boarders. This unique site will be the only one of its kind in the Town of Kill Devil Hills.

E. Project Site Plan

Attachment E

F. Pre-project tasks:

Construction plans will need to be reviewed and approved by the Building Inspector and all proper permits secured.

H. Is this Project identified as high local priority in your certified future land Use plan or local Access Plan?

This project is consistent with the Town of Kill Devil Hills 1997 Land Use Plan policy to support provision of access to the shores for residents and visitors alike. See attached policy (Attachment H-1).

Additionally, the 1998 Shoreline Access Plan identifies Moore Shores for improvements including parking, walkway and observation deck. (Note in 1998 ownership was in question which no longer is. It was determined the access was platted as a public access on the original Moore Shores the subdivision). (Attachment H-2).

I. Is this project reflected in other policy documents or ordinances?

Publically owned access areas and support facilities; publically owned recreation parks; privately owned access areas are listed as permitted uses in the Residential Low Zone, as stated in Section 153.116 of the Town of Kill Devil Hills Chapter 153 Zoning Ordinance. The Town's local cash match will be funded through the Budget Ordinance Capital Reserve Fund for shoreline access (Attachment I-1).

J. Proposed Local Match and Cost Assumptions

The entire project as described is estimated to cost approximately \$119,691.67. The Town is requesting Division of Coastal Management grant funding for this public access in the amount of \$89,296.25. The Town's local cash match will be funded through the Budget Ordinance Capital Reserve Fund for shoreline access (see attached). The local match will be \$30,395.42 cash match.

The Town of Kill Devil Hills continues to recognize the importance of quality shoreline access for residents and visitors. It is the Town's goal to provide an enhanced, functioning access with the reconstruction of this facility.

K. List the type and sources of utilities proposed; and identify associated costs.

N/A

L. List of all permits and/or certification (CAMA, zoning, etc.):

A CAMA Minor Permit and Building Permit will be required.

N. Proposed Budget

Attachment N-1