



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: New Business

1. Kill Devil Hills Land Use Plan Update 2019 (Attached NB-1)

With Kill Devil Hills' current Land Use Plan (LUP) being adopted in 1999, the Town began undertaking the process to create an updated Plan in 2017 to reflect the growth in our community, its values, and its vision for the future.

The BOC initiated the process by directing the development of an online citizen survey to gauge the views of the Town's citizens and stakeholders. The Planning Board was directed to take the lead on the project's development process, and following multiple meetings and a joint worksession, the process has culminated in a final draft that has been responsive to citizen, stakeholder, and State input. The Town has been assisted by consultant Dale Holland, of HCP, throughout the LUP development. The entire process has been highlighted in Planning Director Meredith Guns' accompanying memorandum. At its July 21, 2020, meeting, the Planning Board unanimously approved the final LUP draft with a favorable recommendation.

Staff recommends the BOC schedule the required public hearing on the Kill Devil Hills LUP Update 2019 for Monday, September 14, 2020, at 6:00 p.m.

A motion would be in order.

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

PLANNING DEPARTMENT

August 10, 2020

Memorandum

To: Debbie Diaz, Town Manager

From: Meredith Guns, Planning Director 

Subject: 2019 Land Use Plan Update – Final Draft for Public Hearing

The Town began the Land Use Plan Update process in 2017. The first action of the Board of Commissioners was to initiate a public survey via Survey Monkey to garner public opinion before we began the update to the Land Use Plan. The most recent adopted Land Use Plan that the Town uses for consistency in land use and development was adopted in 1999. Because of the length of time since the last land use survey, the Board felt it was important to understand the current citizenry opinion on development. The survey responses were remarkably consistent with the 1999 survey and the 2007 survey. The Town then hired a consultant, Dale Holland of Holland Consulting Planners (HCP), to assist with the update. The Land Use Plan is a document required by the Coastal Area Management Act and there are very specific guidelines that must be followed, which HCP was uniquely qualified to assist the Town. In January 2017, the Board of Commissioners adopted a Citizen Participation Plan (required by CAMA regulations). Beginning January 2018, the Planning Board held four work sessions to review the draft Land Use Plan chapter by chapter. In July 2018 the Planning Board and Board of Commissioners held a joint work session to discuss policy statement and implementation strategies, Section 6 of the plan (outlining future development in Town and what consistency statements will based on in the future).

On March 19, 2019, the Planning Board conducted a final review of the draft Land Use Plan to send to the Division of Coastal Management for consistency review and then State Review Board for final review. On April 18, 2019, the plan was sent to Charlan Owens, District, Coastal Management, Elizabeth District Office. Since that time, the plan has been through four State comment periods between April 2019 and March 2020. All comments were addressed/satisfied and final State approval received March 31, 2020.

On July 21, 2020 the Planning Board forwarded the final draft to the Board of Commissioners with a favorable recommendation. **Staff recommends the Board of Commissioners schedule the required public hearing on the Town of Kill Devil Hills 2019 Land Use Plan Update for September 14, 2020.**

After the required public hearing the Board of Commissioners can adopt a Resolution of Approval. The Plan will then be presented to the Coastal Resources Commission for administrative approval and certification. This could happen early fall if the CAC meets.

Dale Holland, HCP, will be present at the meeting to answer any questions the board may have about the plan.

ATTACHMENT NB-1