TOWN OF KILL DEVIL HILLS

Land Where Flight Began

MEMORANDUM March 7, 2022

TO: Mayor and Board of Commissioners

FROM: Debora P. Diáz, Town Manager

REF: New Business

2. Site Plan Review – 100 East Fifth Street — Proposed Cluster Home Development — Including 11 "4-Bedroom" and 2 "3-Bedroom" Residential Units and Community Pool with Pool Building (Attached NB-2)

Mike Robinson, PE, has submitted a site plan on behalf of Fifth Street KDH, LLC, to construct a cluster home development composed of (11) 4-bedroom and (2) 3-bedroom units, community pool, pool building, drive aisle, and associated site improvements at 100 East Fifth Street. This proposed cluster home development is a permitted use in the Commercial Zone.

At its February 15, 2022, meeting, the Planning Board reviewed this site plan and voted to forward it to the Board of Commissioners for consideration, with several conditions, most of which have been addressed. However, the following condition from Public Services remains unaddressed:

- Streets: Public Services acknowledges that the stormwater along US 158 is not final per the plan sheet notes. Public Services generally approved the concept shown on the plans but if possible would want the drainage to be placed further in the US 158 right-of-way and away from the private property and possibly connect to existing drainage under East Fifth Street and provide a midblock drainage structure. Public Services has consulted with the engineer and are planning a meeting to coordinate final drainage design details in the US 158 right-of-way prior to approving the building permit.

Staff recommends approval of the site plan with the condition above.
A motion will be in order

Director of
Planning and Inspections
MEREDITH GUNS

Building Inspector
MARTY SHAW
CHARLES THUMAN

Code Enforcement Officer
JORDAN BLYTHE

THE TOWN OF KILL DEVIL HILLS
NORTH CAROLINA

PLANNING DEPARTMENT

Assistant Director of
Planning and Inspections
CAMERON RAY

Senior Planner
RYAN LANG

Zoning Administrator
DONNA ELLIOTT

March 7, 2022

Memorandum

To: Debbie Diaz, Town Manager

From: Ryan Lang, Senior Planner

Subject: **SITE PLAN REVIEW** —100 East Fifth Street in the Commercial Zone — Proposed Cluster Home Development Including 11 "4-Bedroom" and 2 "3-Bedroom" Residential Units and Community Pool with Pool Building.

Enclosed is a site plan review submittal by Mike Robinson, PE for the proposed construction of a (11) 4-bedroom and (2) 3-bedroom unit Cluster Home Development, community pool, pool building, drive aisle, and associated site improvements at 100 East Fifth Street in the Commercial Zone. The proposed cluster home development is a permitted use (GG) in the Commercial Zone. Attached you will find a commercial site plan application, proposed site plan, proposed architectural plans, willingness to serve from KDHWWTP, LLC and applicant's response to Staff's Tech 3 comments.

The Planning Board reviewed this proposal on February 15, 2022 and forwarded it to the Board recommending approval with several conditions. The applicant has addressed most of the conditions; however, the following condition remains;

Public Services

Streets

1. Public Services acknowledges that the stormwater along US 158 is not final per the plan sheet notes. Public Services generally approves the concept shown on the plans but if possible would want the drainage to be placed further in the US 158 right-of-way and away from the private property and possibly connect to existing drainage under E. Fifth Street and provide a midblock drainage structure. Public Services has consulted with the engineer and are planning a meeting to coordinate final drainage design details in the US 158 right-of-way prior to approving the building permit.

Staff recommends approval of the site plan with the above listed condition.

KDHWWTP, LLC
P.O. Box 3629
Kill Devil Hills, NC 27948
NCUC W-1160

Willingness to Serve

February 20, 2022

Fifth Street KDH, LLC
200 E. Blackman St.
Nags Head, NC 27959

Re: Fifth Street Cottages
0 N. Croatan Highway
Kill Devil Hills, NC 27948
Parcel 0298321000 PIN 988406391318

To whom it may concern:

The Public Utility currently has sufficient sewer capacity available and is Willing to Serve the above referenced property with a total of 8040 gpd of sewer capacity for 67 habitable rooms.

My best regards,

Eddie Goodrich
Member Manager

Memorandum Response – February 22, 2022

From: **Mike Robinson**

To: Ryan Lang, Senior Planner

Subject: **SITE PLAN REVIEW**— 100 East Fifth Street — Proposed Cluster Home Development — Including 11 "4-Bedroom" and 2 "3-Bedroom" Residential Units and Community Pool with Pool Building.

Enclosed is a site plan review submittal by Mike Robinson, PE for the proposed construction of a 11 4-bedroom and 2 3-bedroom unit Cluster Home Development, community pool, pool building, drive isle, and associated site improvements at 100 East Fifth Street in the Commercial Zone. The proposed cluster home development is a permitted use in the Commercial Zone. Attached you will find a commercial site plan application, proposed site plan, proposed architectural plans, and applicant's response to Staff's Tech 2 comments.
The applicant has addressed most of staffs initial technical review comments; however, the following conditions remain to be addressed:

Planning

1. Proposed Architecturals for Pool Building does not meet the requirements of 153.186 Commercial Building Exterior. Roof Height is required to be 6 feet from top plate to the ridge. Roof slope, roof overhang, and materials used for building construction are not identified. **Revised Architectural included with this submittal.**
2. Remove bold property lines from Lot 525, Avalon Beach Annex 1 on Site Plan. **Done**
3. Construction entrance detail corrected to 50' depth. **Done**

Town Engineer

All street drainage designs shall be reviewed and approved by Public Services and Town Engineer prior to construction. **Noted**

Note: For the portion(s) lying on private property, a permanent drainage easement, with KDH as grantee, of appropriate width is required. We suggest that the outer (generally northern) edge of the easement be at least 3' beyond the CL of the new 15" sock drain. It is preferable to keep a constant width of easement, parallel to the E Fifth Street RW line. To promote that goal and still keep the width of the easement from becoming excessive, the sock drain between DI's 4 and 5 could be laid parallel/concentric to the RW line, rather than "cutting the corner." **The culvert**

between DI 4 and DI 5 has been curved to minimize easement impacts. A note regarding the easement has been added to sheets 3 and 4.

Public Services

Solid Waste

Provide heavy duty permeable pavement specifications that will handle biweekly traffic from Town commercial refuse vehicles or provide heavy duty concrete service drive from E. Firth St. through the dumpster site area and exit back on to E. Fifth St. **A heavy duty concrete section has been added from entrance to entrance for solid waste access without damage to the pavers.**

Streets

A stub out pipe on the eastern most drainage structure at New Bern St. should be provided for future drainage connection from New Bern St. **Done**

Water System

a. Plan revisions note the requirement for the Architect to provide the meter sizing form for each unit and the pool site to verify that that the proposed 5/8x3/4 services area adequately sized. Once this the sizing forms are provided, public services will provide requirements regarding the meter sizes for the units and provide anticipated water fees. **Meter sizing forms will be submitted for all units once the plans have been fully developed. Water Meter and line sizing will be adjusted accordingly**
b. Service for the fire sprinkler systems shall be provided via a dedicated fire line with a RPZ located at the property line. **I will discuss this comment and work out the details with Public Services prior to final building plan development.**

Wastewater

A copy of the willingness to serve from KDHWWTP is required before plan approval and if required, a copy of the fast track application will need to be provided prior to issuance of a building permit. Applicant has acknowledged both of these requirements.
Willingness to serve is being prepared and will be submitted as soon as possible. The fast track application will be submitted once complete.

Town of Kill Devil Hills Planning and Inspections
Commercial Site Plan Review Application*

Applicant

Name: Fifth Street KDH, LLC

Address: c/o Eddie Goodrich
P.O. Box 3629, Kill Devil Hills, NC 27948

Phone: 252-475-0874

Fax: _____

Cell: _____

Property Owner

Name: Applicant is contract purchaser of tract

Address: _____

Phone: _____

Fax: _____

Cell: _____

Property Location

Address: 0 East Fifth Street

Lot, Block: A portion of Tract 4

Subdivision: Wright's Shores

Pin#: 9884 06 391318

Zoning District: ☒Commercial ☐LI-1 ☐LI-2 ☐OIR

Total Lot Size: 64,787 Sq. Ft.

Disturbed Area: 64,000 Sq. Ft.

Contractor

Company Name: TBD

License Number: _____

Name: _____

Phone: _____

Address: _____

Cell: _____

Fax: _____

Town Privilege License Number: _____

Construction Information

Type of Construction: _____

☐Assembly ☐Business ☐Educational ☐Factory/Industrial ☐High Hazard

☐Institutional ☐Mercantile ☒Residential ☐Storage ☐Utility/Misc.

☐New Construction ☐Addition ☐Repair/Replace ☐Remodel ☐Other: _____

Square Footage Proposed:

Interior Space: 26,500 Sq. Ft. Covered Deck(s): 2,000 Sq. Ft. Storage: N/A Sq. Ft.

Garage: N/A Sq. Ft. # of Bedrooms: 39 # of Open Deck(s): 2 PER BLDG

Proposed Square Footage: 29,105 + Existing Square Footage: 0 = 29,105 Total Sq. Ft.

% Impervious Coverage: 40 + % Pervious Coverage: 4.9 = 44.9 Total % Coverage

# of Parking Spaces: *Existing:* 0 *Proposed:* 39 *Total:* 39

Septic Tank Permit #: KDHWWTP Construction Type: FRAME (PILING

Estimated Construction Cost (including labor and materials): _____

Flood Information

Flood Zone: ☐ VE ☐ AE ☒ X Base Flood Elevation: RFPE = 8.0'

Proposed First Floor Elevation: 15.5' +/- SLAB = 7.5' MIN. Sq. Ft Below Base Flood Elevation: N/A

**This form is designed as a guide for Commercial Site Plan Review.*
Additional plans and information will be required prior to building permits.

Project Description

CLUSTER HOME DEVELOPMENT WITH 13 - 3 BEDROOM RESIDENTIAL UNITS INCLUDING COMMUNITY POOL

Required Site Plan Information Checklist:

- ☑ Permit Application (Completed)
- ☐ Site Plan Including the following
  - Submittal Requirements:
    - ☑ Vicinity Map
    - 5 ☒ ~~15~~ Copies of Site Plan & Building Plan Elevations – Front, Side, and Rear
    - ☑ Tentative Health Department Approval
    - ☐ Site Plan Development Review Fee Paid in Full
  - Existing Conditions:
    - ☑ Boundary of Entire Lot
    - ☑ Width and Location of Existing Right of Ways
    - ☑ Nature, Purpose, Locations, and Size of Existing Easements
    - ☑ Iron Pins and Concrete Monuments
    - ☑ Scale (1" = 50" Minimum)
    - ☑ North Arrow
    - ☑ Streets Including Width of Pavement
    - ☑ All Underground Utilities, Gas/Propane Below or Above Grade
    - ☑ Dare Co. Register of Deeds Map Book/Subdivision Ref.
    - ☑ Street Address
    - ☑ Present Recorded Owner, Developer, Engineer contacts
    - ☑ Adjacent Property Owners, Adj. Use & Zone
    - ☑ Corp. of Engineers Report / Wetland Study
    - ☑ NFIP Flood Zone (ref: Elevation Datum (NAVD 1988))
    - ☑ Minimum, Lot Size indicated
  - Proposed Improvements:
    - ☑ Zoning Use Compliance/Setbacks labeled
    - ☑ Landscaping Plan / Buffers / Screening (per section 153.073)
    - N/A ☐ Lighting Plan - photometric showing point output (section 153.074)
    - ☑ Sedimentation & Erosion Control Plan including details
    - ☑ Disturbed Areas delineated & areas calculated
    - N/A ☐ Location of Sidewalks on the Croatan Highway and Curbs
    - ☑ Location of Sewer Facilities and Drain field
    - ☑ Proposed Building Type, # of Floors and dimensions, floor area ratio, Height
    - ☑ Existing and Finished Grades of Entire Site
    - PENDING ☐ Storm Water Management Plan including calculations
    - ☑ Total Units and Density per Acre (Multi-Family) or floor area ratio (in OIR)
    - ☑ Lot Size and Lot Coverage Calculation
    - ☑ Utility Plan indicating location & sizes of proposed improvements
    - PENDING ☐ Water Service Sizing Checklist
    - ☑ Layout, Size and Number of Parking Spaces including handicap w/ setbacks (Each Space Numbered)
    - ☑ Fire Lane and Driveways
    - N/A ☒ Loading Zone (Commercial Sites)
    - ☑ Mail Delivery Cluster Sites (Multi-Family)

- ☒ Proposed First Floor Elevation
- ☒ Dumpster Pad Location
- ☒ Proposed Sign Location
- ☒ Sight triangle shown
- ☒ Commercial Building Plans showing architectural compliance
- N/A ☐ Plans to N.C.D.O.T. (if required)
- ☒ NC Engineer/Land Surveyor Seal on Site Plan

*** The items listed in the Site Plan portion of the above checklist represent information that must be indicated on any site plan submitted for review by the Kill Devil Hills Planning Department, Planning Board, and Board of Commissioners. All of the above required documents shall be submitted on or before the 3rd Tuesday of each month. Upon completion of review, the Planning Board shall transmit its recommendations to the Board of Commissioners. The Board of Commissioners shall review site plans on the second Monday of each month.

Signature of Applicant: _____ **(Date)** 10-19-21