

Minutes of the February 15, 2022, meeting of the Kill Devil Hills Planning Board held at 5:30 p.m. in the Meeting Room of the Administration Building, 102 Town Hall Drive, off Colington Road.

Members Present: Chairperson Howard Buchanan, T. Dillon Heikens, Mike Lowack, Natalie Painter, Ron Seidman, II and Mary Simpson

Members Absent: Vice Chairperson Mark Evans

Others Present: Meredith Guns, Planning Director; Ryan Lang, Senior Planner; and Jennifer Stecher, Clerk to the Planning Board

Call to Order

At 5:30 p.m., Chairperson Howard Buchanan called the February 15, 2022, meeting of the Kill Devil Hills Planning Board to order.

Agenda Approval

T. Dillon Heikens moved to approve the agenda for this meeting, as presented. Ron Seidman seconded the motion, which carried by a unanimous, 5-0, vote.

Approval of the Minutes of the January 18, 2022 meeting

Mike Lowack moved to approve the minutes of the January 18, 2022, meeting, as presented. Natalie Painter seconded the motion, which carried by a unanimous, 5-0, vote.

Public Comment

Response to Public Comment

Ongoing Business

New Business

1. Site Plan Review – 902 S Virginia Dare Trail: Proposed Ocean Breeze Townhomes - Proposed 6 multifamily buildings with 31 residential units and 88 total bedrooms, community pool, Corrigan Street improvements on behalf of the developer, and associated site improvements.

A site plan review submittal by Mike Robinson, PE, for the proposed construction of six multifamily buildings with 31 residential units and 88 total bedrooms, community pool and associated site improvements in the Commercial Zone. The proposed plan includes the

improvement of Corrigan Street as a Town right-of-way. The proposed multifamily development is a permitted use in the Commercial Zone (C) *Multi Family Dwellings*. The applicant has addressed most of Staff's initial technical review comments; however, the following conditions remained to be addressed:

Planning

1. Sheet 4: Add construction detail for proposed 7' stucco fence.
2. Commercial Building Exterior: The proposed residential building plans do not meet the requirements of Chapter 153.186 Commercial Building Exterior Roof Standards. All Buildings shall have a roof or roof façade per 153.186(C). Roof facades shall meet the following condition: Wall elevations on buildings greater than 30 feet in height must be concealed behind a roof façade for a minimum of 24% of the entire wall elevation. Staff has received these items and digital items have been met.

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 the South Memorial Boulevard entrance through the dumpster site area.

Streets

All street improvements shall be reviewed and approved by Public Services and Town Engineer prior to construction.

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 the proposed 5/8 x 3/4 services area adequately sized. Once the sizing forms are provided, public services will provide requirements regarding the meter sizes for the units and provide anticipated water fees.
- b. For fire protection service for the fire sprinkler systems shall be provided via a dedicated fire line with a RPZ located at the property line.

Wastewater

A copy of the willingness to serve from KDHWTP is required before plan approval and a copy of the fast track application and Town encroachment agreement will need to be provided prior to issuance of a building permit.

Applicant has acknowledged all of these requirements and Staff recommended that the Planning Board forward the plan to the Board of Commissioners with a favorable recommendation after the above listed conditions have been addressed. Chairperson Buchanan asked about the location of the permeable concrete. Mr. Robinson said they will be adding

regular concrete to accommodate the heavy sanitation trucks or emergency vehicles and assured the board the change will be reflected in the site plans that will be forwarded to the Board of Commissioners.

Mr. Seidman requested to abstain from voting on the site plan due to a monetary conflict. Mr. Lowack made a motion to allow Mr. Seidman to abstain from the vote. Ms. Simpson seconded the motion, which carried by a unanimous, 4-0, vote.

Ms. Painter moved to approve and forward the Site Plan Review – 902 S Virginia Dare Trail: Proposed Ocean Breeze Townhomes -- Proposed 6 multifamily buildings with 31 residential units and 88 total bedrooms, community pool, Corrigan Street improvements on behalf of the developer, and associated site improvements to the Board of Commissioners with a favorable recommendation after the listed conditions have been addressed. Mary Simpson seconded the motion, which carried by a unanimous, 4-0, vote.

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.

A site plan review submittal by Mike Robinson, PE for the proposed construction of a 11 4-bedroom and two 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.

The applicant has addressed most of Staff’s initial technical review comments, however, the following conditions remained 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 six feet form top plate to the ridge. Roof slope, roof overhang, and materials used for building construction are not identified in proposed plan.
2. Remove bold property lines from Lot 525, Avalon Beach Annex 1 on Site Plan.
3. Construction entrance detail corrected to 50’ depth.

Town Engineer

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

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 East 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.”

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 East Fifth Street through the dumpster site area and exit back on to East Fifth Street.

Streets

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

Water System

- a. Plan revisions note the requirement for the Architect to provide the meter sizing form for each unit and pool site to verify that the proposed 5/8 x 3/4 services area adequately sized. Once the sizing forms are provided, public services will provide requirements regarding the meter sizes for the units and provide anticipated water fees.
- b. Service for the fire sprinkler systems shall be provided via a dedicated fire line with a RPZ located at the property line.

Staff recommended that the Planning Board forward the plan to the Board of Commissioners with a favorable recommendation after the above listed conditions have been addressed. Mr. Lowack asked if the units will be single owners, to which Mr. Robinson confirmed they would, and inquired about the drive aisle between the two units with possibility of the units not being able to accommodate several cars. Mr. Robinson said the space would be a full 10 foot by 20 foot space with plans to accommodate 4 vehicles and tow-away signs will be posted. Ms. Painter did voice concern about the turn-around space for the units closest to the ocean.

Mr. Lowack moved to approve and forward the 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 with a favorable recommendation to the Board of Commissioners after the listed conditions have been addressed. Ms. Simpson seconded the motion, which carried by a unanimous, 5-0, vote.

3. Site Plan Review – 2011 S Croatan Highway — Proposed 2927 sq. ft. Drive-Thru Carwash, 26 parking spaces, drive-thru aisle and associated site modifications

A site plan review submitted by Quible and Associates for the proposed construction of a new 2927 sq. ft. drive thru car wash, 26 parking spaces, drive thru aisle and associated site modifications. The proposed car wash is permitted use in the Commercial Zone (N) *Retail Business (car wash)*. There are currently three separate parcels, all currently owned by the Town of Kill Devil Hills, that will be incorporated into the site. In the packet is a commercial site plan application, owner’s authorization, proposed site plan, architectural plan, lighting plan, site

narrative, stormwater calculations, wastewater commitment from KDHHWTP, LLC, lighting plan, water meter sizing form, and applicant's response to Staff's Tech 1 comments.

The applicant has addressed most of Staff's initial technical review comments, however, the following conditions remain to be addressed:

Planning

1. Sheet 8 "Utility Details" is not included in site plan. This has been met as of this meeting.

Public Services

Solid Waste – these items have been met and will be checked by Public Services before being forwarded to the BOC meeting.

- a. The dumpster detail on Sheet 7 needs to be revised. The dumpster screen is required to have an 18" clear space on all sides of the required dumpster pad.
- b. Truck turning detail demonstrates that the truck can service the dumpster site but it is a very tight fit. The interior entrance radius needs to be increased to help ensure that the refuse truck does not drive over the interior entrance curbs and potentially damage the curbs.

Streets/Drainage - Public Services has concerns with erosion potential on the east side of the driveway entrance where the street stormwater enters the roadside swale. Public Services request the engineer take a look at this and provide an erosion control measure to address this concern. Possible options may include a modified flume, sod installation in the area of the discharge point, etc. Public Services has concerns with construction parking and staging on Wrightsville Boulevard that could cause damage to the road side swale and recently paved street. We would like to see a parking deterrent such as construction fencing or other measure to keep contractor activities off the right-of-way in Wrightsville Boulevard that is currently identified as "No Parking" on the official traffic map.

Drainage easement be noted on plans suggested by Derek Dail, Assistant Planning Director.

Staff recommended that the Planning Board forward the plan to the Board of Commissioners with a favorable recommendation after the above listed conditions have been addressed.

Mr. Lowack asked if the car wash will primarily be automated or if there will be staff present at the car wash. Staff said the property owner's business plan is not known at this time.

Ms. Simpson moved to approve and forward the Site Plan Review –2011 S Croatan Highway — Proposed 2927 sq. ft. Drive-Thru Carwash, 26 parking spaces, drive-thru aisle and associated site modifications with a favorable recommendation to the Board of Commissioners

with all Staff listed conditions have been met. Mr. Seidman seconded the motion, which carried by a unanimous, 5-0, vote.

4. Subdivision Plat – FINAL PLAT — SAGA Construction and Development — Subdivision Plat of Water Oak Residential Community Phase 2 & 3

The final subdivision plat submitted by SAGA Realty and Construction for Water Oak Residential Community Phase 2 and 3, includes 26 residential lots and associated improvements. The final subdivision plat has been reviewed by all applicable Town Departments. All conditions have been met and Staff recommended approval of the Water Oak Phase 2 and Water Oak Phase 3 Final Plats as submitted and authorize the Planning Board Chairman to sign the final plats.

There are still outstanding issues that will follow the final plat approval prior to building permits being issued, including but not limited to:

1. As-built Survey will need to be submitted by the developer, reviewed and approved by Town Staff for Phase 2 and Phase 3 with all improvements (including drainage system, lift station, utilities elevations and street markings) and installed signage. Surveyor has most items complete and Staff currently has a Draft.
2. Wastewater system has been certified and sent to DEQ. Wastewater certification shall be reviewed and approved by the Town of Kill Devil Hills. Dominion has not been able to hook up and waiting for that.
3. Street and associated infrastructure need to be presented and accepted by the Board of Commissioners.
4. Board of Commissioners approve associated changes to the Towns' Official Traffic Map.

Mike Lowack moved to approve and authorize the Planning Board Chairperson to sign Subdivision Plat – FINAL PLAT — SAGA Construction and Development — Subdivision Plat of Water Oak Residential Community Phase 2 & 3. Ms. Painter seconded the motion, which passed with a unanimous, 5-0, vote.

Public Comment

Response to Public Comment

Board Member Comment

Adjournment

There being no further business before the Planning Board at this time, Mr. Seidman moved to adjourn the meeting. Ms. Simpson seconded the motion, which passed with a unanimous, 5-0, vote.

It was 5:58 p.m.

Submitted by:

Jennifer Stecher
Planning Board Clerk