



TOWN OF KILL DEVIL HILLS

Land Where Flight Began

PUBLIC NOTICE

NOTICE IS HEREBY GIVEN that on Tuesday, January 20, 2026, at 4:30 p.m., the Town of Kill Devil Hills Street Improvement and Special Projects Committee will hold a meeting in the Town Hall Meeting Room, located at 102 Town Hall Drive, Kill Devil Hills.

A printed packet is available for public inspection in the Planning Department, 102 Town Hall Drive. To schedule an inspection time, contact the Department at 252-449-5318. Packet materials can be viewed on the Town's website at <https://www.kdhnc.com/757/Agendas-Packets-and-Minutes>.

Written public comments for the Street Improvement and Special Projects Committee can be emailed to info@kdhnc.com. Comments must include your name and address and are limited to three minutes for individuals, and five minutes when speaking for a group. The items to be discussed are listed below:

AGENDA

Call to Order

Agenda Approval

Approval of the April 1, 2025, meeting minutes

Public Comment (Time limit of 3 minutes per person; 5 minutes per group)

Ongoing Business

1. 2025-26/2026-27 Street Projects Update

New Business

1. Election of Vice Chairperson

2. Citizens' Requests for Street Improvement and Traffic Control Devices

Adjournment

Posted this 15th day of January 2026

Jennifer Stecher

Administrative Assistant/Deputy Town Clerk

Copies to: *Street Improvement and Special Projects Committee members in their meeting materials; Mayor & Board of Commissioners; Town Manager; all Town bulletin boards; KDH Sunshine List, including all local news media; KDH Electronic Distribution List; website, social media; file*

Minutes of the April 1, 2025, meeting of the Kill Devil Hills Street Improvement and Special Projects Committee (SISPC) held at 5:30 p.m. in the Town Hall meeting room of the Administration Building, 102 Town Hall Drive, Kill Devil Hills.

Members Present: Chairperson B.J. McAvoy, Nelson V. "Skip" Jones, Jr., Ronald Seidman, II, Kevin Cox, Billy Dorn, and Phillip Wayland

Members Absent:

Others Present: Meredith Guns, Planning Director; Cameron Ray, Assistant Planning Director; Steve Albright, Public Services Director; Derek Dail, Assistant Public Services Director; Pete Burkheimer, Town Engineer; and Jennifer Stecher, Administrative Assistant/Deputy Town Clerk

Call to Order

At 5:30 p.m., Commissioner B.J. McAvoy, Chairperson, called this meeting of the Kill Devil Hills Street Improvement and Special Projects Committee (SISPC) to order and welcomed everyone present.

Agenda Approval

Ron Seidman moved to approve the agenda for the meeting as presented. Phillip Wayland seconded the motion, which was approved by a unanimous, 6-0, vote.

Approval of the Minutes of the September 23, 2024 Meeting

Skip Jones moved to approve the minutes of the September 23, 2024, SISPC meeting as presented. Mr. Wayland seconded the motion, and the minutes were approved with a unanimous, 6-0, vote.

Public Comment

A public comment submitted via email from John Boyce of 121 Porthole Court was acknowledged and is part of the meeting packet. Staff noted the Streets Division will patch the problem area, if that does not provide an acceptable solution, there is a secondary plan in place by the Public Services Department. Staff will communicate the plans with Mr. Boyce.

Ongoing Business

New Business

1. Conceptual Right-of-Way Improvement Plan for East Boundary Street (US158 to Wrightsville Blvd.) – Albemarle and Associates, LTD

A conceptual right-of-way plan submitted by Albemarle and Associates, LTD includes right-of-way improvements on East Boundary Street from US158 to Wrightsville Blvd. (approximately 175 linear feet). Currently, East Boundary Street is improved from US158 to the driveway entrance of 1217 South Croatan Highway (approximately 115 feet). This right-of-way is shown for improvement on the unimproved right-of-way assessment map adopted by the Board of Commissioners.

Staff recommended forwarding the Boundary Street conceptual plan to the Board of Commissioners recommending approval with the following conditions: Public Services Department and Town Engineer will approve final engineering plans prior to construction, all state and local permits will be secured prior to construction and the Town will assume maintenance and operation after completion.

Mr. Seidman moved to forward the Conceptual Right-of-Way Improvement Plan for East Boundary Street (US158 to Wrightsville Blvd.) by Albemarle and Associates, LTD to the Board of Commissioners with a favorable recommendation pending the above conditions. Mr. Wayland seconded the motion, which was approved by a unanimous, 6-0, vote.

2. Conceptual Right-of-Way Improvement Plan for East Corrigan Avenue (Wrightsville Blvd to South Memorial Blvd) – Mike W. Robinson, PE

The conceptual right-of-way plan submitted by Michael W. Robinson, P.E., includes right-of-way improvements on East Corrigan Avenue from Wrightsville Blvd. to South Memorial Blvd. (approximately 280 linear feet). East Corrigan Avenue is currently improved from US158 to Wrightsville and from Memorial Blvd. to NC12. The conceptual plan will complete the final block of Corrigan Avenue.

Staff recommends forwarding the street conceptual plan to the Board of Commissioners recommending approval with the following conditions: Public Services Department and Town Engineer will approve final engineering plans prior to construction and all state and local permits will be secured prior to construction. Staff confirmed with Mr. Robinson that a Public Water Supply permit is needed for the project.

Mr. Seidman moved to forward the Conceptual Right-of-Way Improvement Plan for East Corrigan Avenue (Wrightsville Blvd to South Memorial Blvd) by Mike Robinson, PE to the Board of Commissioners with a favorable recommendation. Billy Dorn seconded the motion, which was approved by a unanimous, 6-0, vote.

3. Election of Vice-Chair

A Vice Chair election was held at the September 2024 meeting and was not necessary.

Board Member Comment

The group discussed the Fifth Street stoplight and the length of time it takes for westbound traffic to turn south on US158. Pete Burkheimer contacted an NCDOT representative by phone to request a follow-up.

The group discussed the hazards of golf carts and e-bicycles.

Adjournment

There being no other business before the SISPC at this time, Mr. Seidman moved to adjourn the meeting. Mr. Jones seconded the motion, which carried by a unanimous, 6-0 vote, and the meeting adjourned. The time was 5:54 p.m.

Submitted by:

Jennifer Stecher
Administrative Assistant/Deputy Town Clerk

Director of
Planning and Inspections
MEREDITH GUNS

Building Inspector
MARTY SHAW
CHARLES THUMAN

Code Enforcement Officer
JORDAN BLYTHE



Assistant Director of
Planning and Inspections
CAMERON RAY

Senior Planner
RYAN LANG

Permit Services Administrator
MICHELLE NICHOLS

THE TOWN OF KILL DEVIL HILLS
NORTH CAROLINA

PLANNING DEPARTMENT

January 20, 2025

Memorandum

To: Street Improvement/Special Project Subcommittee

From: Meredith Guns, Planning Director *MBG*

Subject: 2025-26/2026-27 Street Projects Update

The 2025-26 street project, West Martin Street/Swan Street, is well underway with the contractor Hatchell Concrete. The project includes street overlay, drainage improvements, watermain replacement and a sidewalk along West Martin Street and Swan Street. The Town received a grant from the Dare County Tourism Board to fund part of the sidewalk projects. Attached to this memo is the December 19, 2025, and January 2, 2026 Capital Project updates. The drainage pipe work is scheduled to be complete on both Martin and Swan Street by the end of January. The concrete work including sidewalks, driveways and curb returns will be the next phase of the project. The road widening along West Martin from Blue Jay to US158 is anticipated for mid to late February. It is still projected to be substantially finished by Spring 2026.

The 2026-27 street project, East and West First Street with sidewalks, includes waterline replacement, drainage and street overlay of both East and West First Street along with a sidewalk. The Town received a grant from the Dare County Tourism Board to fund part of the sidewalk project. The surveying is complete and the engineer is working on final design in conjunction with NCDOT. The project is projected to go out to bid May 2026 with construction beginning Fall 2026.



Capital Projects Update

...a report to Kill Devil Hills citizens of the status of projects currently under way. We'll usually update it every couple of weeks. Contact Steve Albright, Public Services Director, with any questions or comments at 480-4080 or steve@kdhnc.com.

Friday, December 19, 2025

Tentative ROAD CLOSURES and WATER OUTAGES (~ means "approximately"):

PARTIAL Closure: Expect partial closures on Swan St. for storm installation.

West Martin St. – Infrastructure Improvements

Description Overlay of W. Martin St., road widening W. Martin St. from Blue Jay St. to US 158, sidewalk installation in W. Martin St., Swan St., and E. Baum St. Storm installation as needed to drain sidewalk, and installation of infiltration ditches along south side of W. Martin St.

Start September 8, 2025

Finish Spring 2026

Contractor Hatchell Concrete, Inc.

Project Cost \$2,339,426.00

Recent Progress Public Water Supply approval was received on December 3rd for the new portion of watermain installed on Swan St. from W. Martin St. to W. Airstrip Rd. This new watermain is now in service.

Stormwater pipe installation from Ninth Ave. to Swan St. is now complete. Crews are currently installing pipe along Swan St., moving toward W. Baum St.

The next few days Stormwater pipe installation on Swan St. is anticipated to be finished by early January 2026. Once that work is complete, crews will return to W. Martin St. to install the remaining section of pipe between Swan St. and US 158.

Fire hydrant and valve replacements will also take place over the next two weeks.

Due to the upcoming holidays, the next two weeks will have shortened work schedules. **Crews are planned to work December 22–23 and December 29–31.**



LEFT: Installed drainage structure's base and HDPE pipe.



ABOVE: The contractor is constructing a brick drainage structure, while other crew members in the background are cutting bricks.



LEFT: Installed structure at the intersection of W. Martin St., and Seventh Avenue.



Capital Projects Update

...a report to Kill Devil Hills citizens of the status of projects currently under way. We'll usually update it every couple of weeks. Contact Steve Albright, Public Services Director, with any questions or comments at 480-4080 or steve@kdhnc.com.

Friday, January 9, 2026

Tentative ROAD CLOSURES and WATER OUTAGES (~ means "approximately"):

PARTIAL Closure: Expect partial closures on W. Martin St. for storm installation.

West Martin St. – Infrastructure Improvements

Description Overlay of W. Martin St., road widening W. Martin St. from Blue Jay St. to US 158, sidewalk installation in W. Martin St., Swan St., and E. Baum St. Storm installation as needed to drain sidewalk, and installation of infiltration ditches along south side of W. Martin St.

Start September 8, 2025

Finish Spring 2026

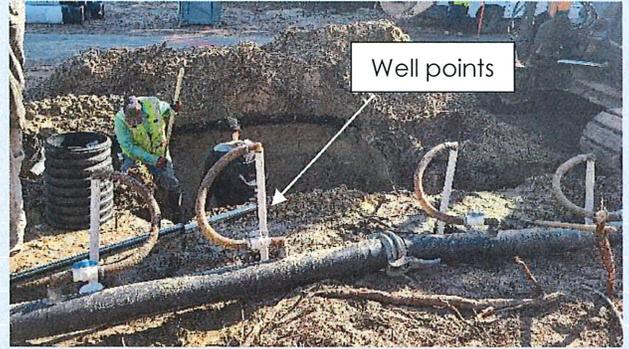
Contractor Hatchell Concrete, Inc.

Project Cost \$2,339,426.00

Recent Progress Stormwater pipe installation is complete west of Cardinal St., and crews are now installing pipe from Blue Jay St. back toward Cardinal St.

The next few days Stormwater pipe installation, as well as fire hydrant and valve replacements, will continue for the next two weeks.

The concrete crew is expected to begin work once the underground utility installations are finished.



Well points

ABOVE:

A well point is a small, screened tube used to lower groundwater in shallow excavations. It draws water through the screen while keeping soil out, creating a dry trench/excavation condition for construction.

BELOW:

Crew members excavate a trench where a new structure base and pipes will be installed. The groundwater table can be seen at the bottom of the trench.



Groundwater in the process of being pumped out via well points



Director of
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MEREDITH GUNS

Building Inspector
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THE TOWN OF KILL DEVIL HILLS
NORTH CAROLINA

PLANNING DEPARTMENT

January 20, 2025

Memorandum

To: Street Improvement/Special Project Subcommittee

From: Meredith Guns, Planning Director. *MBG*

Subject: Citizens Requests for Street Improvement and Traffic Control Devices

Attached to this memorandum are two citizen requests for street improvements and traffic controls. The first request is from Irene Andersen who lives on Virginia Avenue off West Third Street. Ms. Andersen is requesting that the unpaved portion of Virginia Ave. to Clam Shell Drive be completed. Ms. Andersen emailed request is attached. Staff recommends that the committee ask the engineer to review the area and provide cost estimates for future considerations. Additionally, it may be beneficial to ask the other resident's opinion on completing the street prior to a final decision.

The second request is from Jim Geanakos who lives on West First Street. Mr. Geanakos is requesting a four-way stop at the intersection of Canal Drive and West First Street (the western end of the intersection) in conjunction with the upcoming street and sidewalk improvement project. Mr. Geanakos email request is attached. Staff recommends that the committee request the engineer to consider this request during the design phase for the West First Street project with use of the MUTCD for guidance. Additionally, staff recommends that all existing traffic control devices be reviewed on West First Street as well as requested devices.

Please be prepared to discuss these requests at the meeting. If the committee agrees with staff recommendations, staff will move forward and report back to the committee with additional information and recommendations.

Guns, Meredith

From: ander2107 <ander2107@protonmail.com>
Sent: Monday, September 29, 2025 9:39 AM
To: Guns, Meredith; Albright, Steve
Subject: Fw: Request for completion of Virginia Ave to Clamshell Dr.

Follow Up Flag: Follow up
Flag Status: Flagged

You don't often get email from ander2107@protonmail.com. [Learn why this is important](#)

Forwarded as requested.

Sent with [Proton Mail](#) secure email.

----- Forwarded Message -----

From: ander2107 <ander2107@protonmail.com>
Date: On Sunday, December 22nd, 2024 at 6:33 PM
Subject: Request for completion of Virginia Ave to Clamshell Dr.
To: meredith@kdhnc.com <meredith@kdhnc.com>
CC: steve@kdhnc.com <steve@kdhnc.com>

Dear Meredith,

My name is Irene O. Andersen. I own and live at 1813 Virginia Ave in KDH (dead-end). I am writing to you to request that the paper street between Virginia Ave and Clamshell Dr. be completed for the following reasons:

- 1) Vandalism. Two of my vehicles have had their windshields smashed. My truck windshield was broken three years ago and this past June 24th the back window of my SUV was blown out with a rifle of some sort. It appears that the perpetrator was able to hide in the woods and shoot from afar undetected. I filed a police report and was told that the police would patrol my end of the street when resources were available.
- 2) Fire and emergency vehicles, which appear frequently on our street, have difficulty turning around as the street is very narrow. A completed street would facilitate their access.
- 3) The sanitation truck driver currently picks up on one side and then backs up to Third Street and re-enters backward to pick up on the other side.
- 4) Too many vehicles drive down this street and turn around in my driveway because of the dead-end. I am concerned that over time this will cause my driveway to deteriorate and be in need of repair.
- 5) UPS and Fed Ex drivers delivering to my house having difficulty turning around. My mailbox has been damaged already three times. On other occasions the drivers have run by foot through the paper street to deliver to avoid coming down our dead-end street. This is particularly dangerous after a heavy rain when the paper street fills up with puddles of water and tree debris.

6) If during a storm or hurricane season a tree falls down and blocks access to Third Street, I will not be able to get out by car. Having that second point of access to Clamshell Dr. would be paramount in a weather-related emergency.

Thank you for your attention to this matter. I look forward to hearing from you.

Sincerely,

Irene O. Andersen

1813 Virginia Ave.

Kill Devil Hills

252-619-9367

ander2107@protonmail.com

Sent with [Proton Mail](#) secure email.

Guns, Meredith

From: Harris, Dana
Sent: Wednesday, December 31, 2025 4:01 PM
To: Guns, Meredith
Subject: Fw: Homeowner Concerns re: the 2 way stop at W First St and Canal Dr.

Meredith,

Happy New Year, and I hope you had a nice Christmas.

Would you please pass this along to have the street committee discuss?

Thanks

Dana

From: JG <jgeanakos@gmail.com>
Sent: Wednesday, December 31, 2025 3:32 PM
Cc: Harris, Dana <dharris@kdhnc.com>; Turner, Tote <TOTE@kdhnc.com>
Subject: Re: Homeowner Concerns re: the 2 way stop at W First St and Canal Dr.

You don't often get email from jgeanakos@gmail.com. [Learn why this is important](#)

Dana,

Following up on my inquiry about the 2 way stop at W First St and Canal Dr.

As is the intersection is in my opinion dangerous with a very nice jogging/bike path necessitating crossing a traffic intersection without a crosswalk nor a stop sign.

With a soon to be bike/ jogging path extending to the beach this dangerous situation will be exacerbated.

There seems to be a fair amount of kids in the neighborhood and on one corner of this intersection is a school bus stop.

Looking forward to a 4 way stop at W First St and Canal Dr.

All the best

Jim

J.Geanakos | 252.305.5458 | jgeanakos@gmail.com

On Tue, Dec 30, 2025 at 8:38 AM Bunn, Shannon <shannon@kdhnc.com> wrote:

Good morning,

Mr. Geanakos came into the office yesterday evening to receive a DTDO permit. He addressed his concerns with the 2 way stop and bike path by his house at W First St and Canal Dr. I have included him in this email so that his concerns can be addressed. Thank you!

James Geanakos
252-305-5458

Shannon Bunn
Utility Customer Service Rep.
Public Services Department
Town of Kill Devil Hills
[107 Town Hall Dr](#)
PO Box 1719
Kill Devil Hills, NC 27948
Office - 252-480-4080
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