



CAROLINA BEACH

Planning and Zoning Meeting Agenda

Thursday, July 12, 2018 @ 6:30 PM

Council Chambers

1121 N. Lake Park Boulevard

Carolina Beach, NC 28428

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CAROLINA BEACH

Planning and Zoning Minutes
Thursday, May 10, 2018 @ 6:30 PM
Council Chambers
1121 N. Lake Park Boulevard
Carolina Beach, NC 28428

ASSEMBLY

The Town of Carolina Beach Planning and Zoning was held on Thursday, May 10, 2018 at 6:30 PM at Council Chambers.

PRESENT: Chairman Keith Bloemendaal, Committee Member Deb LeCompte, Commissioner Mike Hoffer, Commissioner Jerry Kennedy, Committee Member Wayne Rouse, and Vice Chair Nan Toppin

ABSENT: Commissioner Mary Grady

ALSO PRESENT: Senior Planner Jeremy Hardison

. CALL TO ORDER

Meeting was called to order at 6:30p.m. by Chairman Bloemendaal.

. APPROVAL OF MINUTES

a. Planning and Zoning - April 12, 2018 Meeting Minutes

Chairman Bloemendaal made a motion to approve the minutes.
Commissioner Rouse seconded, all were in favor (5-0).

. STAFF REPORT ON RECENT COUNCIL MEETINGS

Mr. Hardison reported on the most recent Town Council Meeting from May 8, 2018.

Town Council recommended to approved the CUP for Body Piercing. The Amendment for Chapter 40 Article XVIII, Sec 40-547, the applicant had pulled before it went to Town Council. This proposed amendment was to change the building height. This Commission recommended to deny it and the applicant didn't feel that there was support from Town Council and decided to pull it from the agenda. The other item of note was the Commercial Pedal Pub which was denied, they felt some of the impacts were unknown at this point.

Chairman Bloemendaal asked why the Pedal Pub didn't come thru the P&Z Commission.

Mr. Hardison explained it is a Town Council item just as Taxi Cabs and Rickshaws are and not zoning related.

. STAFF REPORT ON RECENT DEVELOPMENTS

Mr. Hardison reported on the recent development in the Planning and Development Department. Commercial permits, Special Events for this summer which means there will be a lot going on between now and the next P&Z meeting.

PUBLIC DISCUSSION

Chairman Bloemendaal stated no one signed up for public discussion.

- a. Conditional Use Permit: For Latella Gelato to be classified as a bar to serve alcohol located at 11 Boardwalk unit 110 in the Central Business District (CBD) District. Applicant: Latella Gelato Inc, Jeanie Shaffer

Mr. Murphy reported on the Conditional Use Permit for the Latella Gelato Inc. The existing use for Litella Gelato is a gelatos facility which is located in the CBD. He reported on the fact that there are 7 specific standards the applicant must take provisions for. The Technical Review Committee (TRC) approved the CUP with the only recommendations being the adherence to all local, state, and federal regulations. The action to approve or deny would be based on the following 4 standards which he outlined.

Chairman Bloemendaal made a motion to open the public hearing.
Commissioner Rouse seconded, all were in favor (6-0).

Ned Barnes resides at 814 Carolina Beach Ave North. He will speak on behave of the applicant Ms. Schaeffer of Latella Gelato. She has been in business for a little over a year and is requesting the approval to serve alcohol specifically wine by the glass and also the infusion of wine into the gelato with shaved ice. Stated the actions for this approval have all been met.

Chairman Bloemendaal asked Ms. Shaffer if the customers will be exiting the building with the gelato. Mr. Hardison stated that consuming of alcohol out side of the facility is against the law.

Ms. Shaffer explained that the plans state that the customers would have to stay on the premises which will be added to the menu.

Commissioner Kennedy asked will the alcohol that she will be serving in the gelato fall under the standards with the ABC and what is the percentage of alcohol in the gelatos.

Ms. Shaffer stated that yes, it does fall under the ABC standards and the percentage would vary with recipes but it would be between 8 and 15 percent but there is no data to identify individual consumption.

Commissioner LeCompte asked will there be any out side seating.

Ms. Shaffer no, not at this time.

Commissioner Kennedy will there be ID carding for these items. Also will there be Non-Alcohol

Gelatos offered.

Ms. Shaffer answered yes, they will be carding for the items as well as any samples and yes they will have Non-Alcoholic gelatos served.

Chairman Bloemendaal made a motion to close the public hearing
Commissioner Rouse seconded, all were in favor (6-0).

Chairmen Bloemendaal asked in the future if this facility is sold can it be turned into a bar.

Mr. Hardison replied yes, it could with an approval.

Commissioner Kennedy asked is this our regulations that she has to apply for the CUP or is it the ABC law.

Mr. Hardison stated that our ordinance reflects the ABC regulations and if it isn't categorized as a restaurant then our regulations state that it would be considered a bar because they are serving alcohol on premise.

Commissioner Toppin wants to clarify what Chairman Bloemendaal stated - the CUP is tied to this facility and if Ms. Shaffer wants to turn this establishment into a bar she can do so without any additional requirement from the town and if she no longer wants to lease the property the CUP is still tied to that facility - it Runs with the land.

Mr. Hardison stated that if the business is closed for a certain period of time and is non-conforming and if there is any specific conditions they would have to meet those of the CUP.

Commissioner Toppin asked what if a church wanted to lease the facility.

Mr. Hardison stated there are distance requirements for bars and churches. If there is an existing church then there would be a requirement but there is not a distance requirement from a church being located next to a bar or which ever business came first. As far as our approval this business would be classified as a bar.

Commissioner Kennedy asked could there be special conditions if she sells her business and that person wants to change it into a bar.

Mr. Hardison commented that it could not be specific to an applicant it would have to be associated with the impact on the land.

Commissioners agree that this meets all 7 specific standards.

Commissioner Kennedy wants clarification on the word "alcohol" - does that mean any form of alcohol not just what she is requesting - this is correct, she can serve any alcohol.

ACTION: Commissioner Rouse made a motion to approve the Latella Gelato to be classified as a bar to serve alcohol located at 11 Boardwalk Unit 110 in the Central Business District (CBD) the applicant being Latella Gelato. The use meets all required conditions and specifications, the location and character of the use if developed according to the plan is submitted and approved will be in harmony with the area which is to be located and in general conformity with the town land use plan and policies.

Commissioner LeCompte seconded , all were in favor (6-0).

- b. To amend the Flood Damage Prevention Ordinance to incorporate updated Flood Insurance Rate Map data and ordinance requirements to comply with minimum National Flood Insurance Program (NFIP) regulations

Mr. Hardison reported on the fact that we are mandated by the federal government to adopt flood ordinance and flood maps. The reason for this is Congress decided to take over the Flood Insurance Program because companies were not offering flood insurance any longer because of the risk and exposure associated with that. In order to provide flood insurance they created the National Flood Insurance Program (NFIP) and they identified the risk by creating a flood map. Also they want us to be sure we are building safe homes so they created an ordinance which tells how to construct these homes that are located in the flood zone.

The first flood study in Carolina Beach was in 1972 and the first flood map was created in 1975. Our current map was adopted in 2006. The Community Rating System (CRS) is a voluntary program and is an incentive to keep flood insurance rates down and also for the National Flood Insurance Program (NFIP) participating communities. The only way to get flood insurance is to join the NFIP and if there is a disaster this is the only way to get federal assistance.

Our first notification for this flood maps was in 2014 and thru FEMA's process and appeal period we are now at the adoption process and we have to adopt these maps by August 28th. The insurance could be affected by that date and from a permitting standpoint as soon as council adopts the flood maps, if you are no longer in a flood zone there wouldn't be any elevation requirements. To review the preliminary flood map this can be done through our website. There are numbers associated with each flood zone which is our base flood elevation and that is decreasing. For example AE10 you would have to build up 10' and if your lot is 5' elevation you would have to make up the difference which you would have to build up 5' off the ground. There is VE - High Velocity which could be up to a 3' wave action which would be the most expensive flood insurance, then there is AE - this is a 1% chance of flooding commonly referred to as 100-year floodplain, then there is the XO - this is .2% of flooding which is the 500-year floodplain there is no requirements to have flood insurance in this area but still there is a risk, and then there is X - there is no floodplain in this area. There is a significant change coming out of the V-Zone (VE) which will lower the parcels in that area but increasing those in the A-Zone (AE). 613 Parcels will no longer require flood insurance. If you choose to build 1-3' higher then the minimum requirement your flood insurance will decrease drastically. Our dunes benefit from the beach re-nourishment. VE Zone may have a wave height of

more than 3'. FEMA has a new classification, overlay option which the wave won't die down but there is a transition area where the wave will go from 3' to 1.5' and that is called a Coastal A-Zone, then there is AE Zone and X which is not in a floodplain. The Coastal A-Zone is currently in a VE Zone and going into a Coastal A-Zone and the insurance benefit is it still has the A-Zone rates. This area is most vulnerable because the rocks are not as high as the dunes and this is the area we see our first over wash when we have storm surge.

Options with higher standards to consider -

Freeboard: Staff is recommending a 2' Freeboard as well as the builders are supportive of bringing this back. We did have this in place in 2006 because base flood elevations were increasing but we took it out so all would be building at the same height. The benefit with the 2' Freeboard is flood insurance decreases and keeps the structure out of harms way.

Elevation Certificates: Required for flood zone areas only. At the end of construction we require a final Elevation Certificate which is also used for insurance purposes. The option is you can have an elevation certificate prior to construction which will tell the proposed design elevation of the structure. There would be a cost which takes a survey. Once under construction and the lowest floor is established then you can opt to have the surveyor back to mark the first floor this will determine that this is exactly where it was going to be proposed and meets flood, then continue to build. Currently we require a Final Finished Construction Elevation as well as when the pilings are set that there be a bench mark showing the base flood elevation.

Non Conversion Agreement: This is for a garage, storage or entryway. If you agree to a Non Conversion Agreement, the lowest level should not be improved, finished or otherwise converted into habitable space. This would be used for uninhabitable areas and required for new construction. This does carry 30 CRS points and you can receive 30 more points if you agree to have the Town of Carolina Beach inspect that enclosed area and there would be 30 additional points if we conduct it every year.

Prohibit Fill: Maximum 280 points - Staff is not recommending.

Prohibit Enclosures: Pilings only. Maximum 240 points - Staff is not recommending.

Freeboard Requirements: Maximum 500 points - Staff is recommending.

Adopting V-Zone standards for Coastal A-Zone: Maximum 600 points (This area is at the very north end of Carolina Beach).

We are currently raked a class 7 with our CRS Points which is saving the policyholders \$522,914.00 which is staying right here in Carolina Beach. We receive points for public information, for our website regarding flooding and flood prevention and emergency management, for our maps and regulations available to the public, do we promote flood reduction and flood preparedness, stormwater programs, and maintenance programs in place. We did get audited and our goal is to increase our points which we did and we have moved up to a class 6 that will come into effect in October which brings our total savings to \$703,604.00. All of this reflects back to the policyholder from 15% to a 20% premium reduction. We could qualify for a class 5 if we adopted the higher standards that were outlined. We are confident that we could achieve a class 5 with adopting the

V-Zone standards for Coastal A-Zone and the Freeboard Requirements with just those two.

Commissioner Toppin asked why did we stop requiring the 2' Freeboard.

Mr. Hardison responded the Base Flood Elevation was at 12' then in 2006's Flood Map changed to 14'. So we felt it best to keep the level the same for all building heights.

To conclude -

Adopt the flood map and the FDPO

- Prohibit Fill
- Prohibit enclosures
- Freeboard Requirements (recommending - 2')
- Adopting V-zone Standards for Coastal A-zone (recommending)
- Elevation Certificates - beginning, middle and/or end
- Non conversion agreement

Commissioner Toppin regarding the Elevation Certificate, the negative to this would be having that surveyor come out 3 times instead of once. What is the average cost of that and can you contract that out to do it all which may be cheaper. Plus it could delay the schedule. The benefit is risk mitigation, you know everything throughout the process. Feels it's not a burden on the homeowner if it's just a one time thing.

Mr. Hardison responded that they do have bulk packages. Yes to have them come out multiple times could delay because they can't move forward until we get the elevation certificate. He pointed out that from a mapping standpoint, all base flood elevations will be dropping 1-2-3 foot depending on where you are located and there is an area on Carolina Beach Ave South which is ocean front and the base flood elevation will be increasing from 14' to 15'.

Chairman Bloemendaal regarding the elevation certificate he feels that adding things costs more money but this is a good move to add especially when you're building in a flood zone so that everything is checked. Also feels the freeboard is a positive and doesn't have a problem with the V-Zone. Is all for all 3 of these options and he is happy that we are leading the way and that it would be an accomplishment for our community that we can be proud of. They all agree that this would be good for our community.

ACTION: Chairman Bloemendaal made a motion that we adopt the new flood map and flood damage prevention ordinance whereas in accordance with the provisions of the NCGS 160A-383, the Commission does hereby find and determine that the adoption of the following ordinance amendment is consistent with the goals and objectives of the adopted Land Use Plan and other long range plans and to add the options of the 2' freeboard, the V-zone standards for Coastal A-zone and the beginning and middle elevation certificates.

Commissioner Kennedy seconded, all were in favor (6-0).

Vote: UNANIMOUS

DISCUSSION ITEMS

Committee Members discussed the following -

Chairman Bloemendaal has had a discussion with a few of the council members regarding the fact that most of the committees have a liaison from council but P&Z does not, he said that the Mayor was going to look into that. Asked if Jeremy knew why we don't have one and he replied the evidence should be presented at the quasi-judicial hearings for them to consider and they are not to watch or read any of the minutes. Part of their packets show them the recommendation from P&Z and all they know is whether the vote was yes or no. Committee members discussed a particular council meeting at which there wasn't a member present from such committee and they were looking for clarification on an issue. They discussed the fact of what the committees purpose is which is to serve the safety of this community. We are not here to say how business should or should not operate but we are here to point out those safety issues. Commissioner Kennedy feels that the committee should be there if there is an issue and showing up for the proper intent and not be misconstrued. There is nothing that says they can't show up and to possibly set a schedule and whoever is here is representing the Planning and Zoning Commission. If asked that that person would be a spokesperson for such committee and the spokesperson be either a chair or vice chair to volunteer if possible and also it should be on a case-by-case basis.

Chairman Bloemendaal asked Mr. Hardison if there is anything that they need to do as far as a board, for one of the members to be a liaison for P&Z to attend council meetings. If we are not going to get a representative from a council member here because of quasi-judicial reasons can they just attend as a spokesperson. Mr. Hardison replied there are operation procedures but not sure if you formally need to but if you do you are binding yourself to do that or you can schedule that among yourselves. They agreed that it be on a non-agenda item and if there would be a strenuous CUP that there would be a spokesperson that would attend the meeting. Also discussed the election coming up with a new committee member to be appointed at the June Council meeting to service in July and in July would have elections.

Commissioner Kennedy has a concern with our Building Permit process. Feels that there is a negative attitude with builders, homeowners and inspectors and feels very strongly that it can be turned into a positive situation. She is aware of the number of regulations with either state, county or even our own here in Carolina Beach. Through social media there were two permits with the same fees but were two different permits which raised a lot of confusion. She feels that the homeowner is not getting the service for protection that they should while they are building or renovating. It's time to step up and be educated on the process over a period of time and turn this into something positive. Mentions something regarding a mobile building permits given on the spot. She would like for this committee to support for increased communication and a more positive interaction in the building permitting process and to make the process more efficient.

Commissioner Toppin is not opposed to being better educated on the process and to clarify what Commissioner Kennedy was saying to have a better understanding of the process.

Chairman Bloemendaal stated that as a contractor he understands there has to be rules and regulations and codes and they need to be followed and be enforced and also to have a relationship with our inspector. He agrees that we need better understanding of what is required for certain permits which are not clear and to clarify what is structural with some examples.

Mr. Hardison responded that yes we can definitely address and go over the building process. We can

outline what needs a permit, what the process is, and what is required. Our new permitting system which is through City Works tells us what departments need to be involved and also gives us a time frame on how long the process should take with each permit.

- . **NON-AGENDA ITEMS**

- . **ADJOURNMENT**

Chairman Bloemendaal made a motion to adjourn.

Commissioner Rouse seconded, all were in favor (6-0).



AGENDA ITEM

Meeting: Planning and Zoning - 12 Jul 2018

Prepared By: Jeremy Hardison

Department: Planning

Discussion: What requires a permit

BACKGROUND: Staff will give a presentation on what requires a permit.

ACTION REQUESTED: No action is required

ATTACHMENTS: [Power Point- P&Z Meeting](#)



Building Permit Requirements

Darrel Johnson
Building Inspector

Permits are Required

- **§ 160A-417. Permits.**
- (a) Except as provided in subsection (a2) of this section, no person shall commence or proceed with any of the following without first securing from the inspection department with jurisdiction over the site of the work any and all permits required by the State Building Code and any other State or local laws applicable to the work:
 - (1) The construction, reconstruction, alteration, repair, movement to another site, removal, or demolition of any building or structure.

Permits are required

- For Commercial projects just about all work will require Permits. The basic items that do not require permits are painting, cosmetic, and maintenance items. Your typical Commercial project can be: Condominium Building, Apartments, Stores, Hotels, Businesses, Doctor's office, Convenient Stores, etc.
- For One and Two- Family Dwellings there are exceptions to the requirements.

Permit are Required

- (2) The installation, extension, or general repair of any plumbing system except that in any one- or two-family dwelling unit a permit shall not be required for the connection of a water heater that is being replaced, provided that the work is performed by a person licensed under G.S. 87-21, who personally examines the work at completion and ensures that a leak test has been performed on the gas piping, and provided the energy use rate or thermal input is not greater than that of the water heater which is being replaced, there is no change in fuel, energy source, location, capacity, or routing or sizing of venting and piping, and the replacement is installed in accordance with the current edition of the State Building Code.

Exception for a Permit

except that in any one- or two-family dwelling unit a permit shall not be required for the connection of a water heater that is being replaced, provided that the work is performed by a person licensed under G.S. 87-21, who personally examines the work at completion and ensures that a leak test has been performed on the gas piping, and provided the energy use rate or thermal input is not greater than that of the water heater which is being replaced, there is no change in fuel, energy source, location, capacity, or routing or sizing of venting and piping, and the replacement is installed in accordance with the current edition of the State Building Code.

Same for Same



Permits are Required

- (3) The installation, extension, alteration, or general repair of any heating or cooling equipment system.

Permits are Required



Permits are Required

- (4) The installation, extension, alteration, or general repair of any electrical wiring, devices, appliances, or equipment except that in any one- or two-family dwelling unit a permit shall not be required for repair or replacement of electrical lighting fixtures or devices, such as receptacles and lighting switches, or for the connection of an existing branch circuit to an electric water heater that is being replaced, provided that all of the following requirements are met:
 - a. With respect to electric water heaters, the replacement water heater is placed in the same location and is of the same or less capacity and electrical rating as the original.
 - b. With respect to electrical lighting fixtures and devices, the replacement is with a fixture or device having the same voltage and the same or less amperage.
 - c. The work is performed by a person licensed under G.S. 87-43.
 - d. The repair or replacement installation meets the current edition of the State Building Code, including the State Electrical Code.

Permits are Required



Exception for a Permit

- except that in any one- or two-family dwelling unit a permit shall not be required for repair or replacement of electrical lighting fixtures or devices, such as receptacles and lighting switches, or for the connection of an existing branch circuit to an electric water heater that is being replaced, provided that all of the following requirements are met:
 - a. With respect to electric water heaters, the replacement water heater is placed in the same location and is of the same or less capacity and electrical rating as the original.
 - b. With respect to electrical lighting fixtures and devices, the replacement is with a fixture or device having the same voltage and the same or less amperage.
 - c. The work is performed by a person licensed under G.S. 87-43.
 - d. The repair or replacement installation meets the current edition of the State Building Code, including the State Electrical Code.

Exception for a Permit

- However, a permit is not required for the installation, maintenance, or replacement of any load control device or equipment by an electric power supplier, as defined in G.S. 62-133.8, or an electrical contractor contracted by the electric power supplier, so long as the work is subject to supervision by an electrical contractor licensed under Article 4 of Chapter 87 of the General Statutes. The electric power supplier shall provide such installation, maintenance, or replacement in accordance with (i) an activity or program ordered, authorized, or approved by the North Carolina Utilities Commission pursuant to G.S. 62-133.8 or G.S. 62-133.9 or (ii) a similar program undertaken by a municipal electric service provider, whether the installation, modification, or replacement is made before or after the point of delivery of electric service to the customer. The exemption under this subdivision applies to all existing installations.

Permits are Required

- (a1) A permit shall be in writing and shall contain a provision that the work done shall comply with the State Building Code and all other applicable State and local laws. Nothing in this section shall require a city to review and approve residential building plans submitted to the city pursuant to Section R-110 of Volume VII of the North Carolina State Building Code; provided that the city may review and approve such residential building plans as it deems necessary. No permits shall be issued unless the plans and specifications are identified by the name and address of the author thereof, and if the General Statutes of North Carolina require that plans for certain types of work be prepared only by a licensed architect or licensed engineer, no permit shall be issued unless the plans and specifications bear the North Carolina seal of a licensed architect or of a licensed engineer. When any provision of the General Statutes of North Carolina or of any ordinance requires that work be done by a licensed specialty contractor of any kind, no permit for the work shall be issued unless the work is to be performed by such a duly licensed contractor.

Permit



TOWN OF CAROLINA BEACH
 1121 N. Lake Park Blvd., Carolina Beach, NC 28428
 Tel (910) 458-2978 or Fax (910) 458-2997

Permit #: [REDACTED]
 Date: [REDACTED]

BUILDING/ZONING PERMIT

Project Location: [REDACTED]

Contact Name: [REDACTED] Phone #: [REDACTED]
 Email Address: [REDACTED]

Contractor Name: [REDACTED] Phone #: [REDACTED]
 Address: [REDACTED]
 City, State and Zip: [REDACTED]
 Email Address: [REDACTED]

Property Owner Name: [REDACTED] Phone #: [REDACTED]

Permit Type: Residential Single Family - Renovation/Repair
 Type of Work: Residential Single Family - Renovation/Repair [REDACTED]

Parking Spaces Required: [REDACTED] Parking Spaces Provided: [REDACTED]
 Total Heated Square Footage: [REDACTED] Total Cost of Construction: [REDACTED]

Zone	CAMA	Lot Coverage (%)	Height (ft)	Front Setback (ft)	Rear Setback (ft)	Left Side Setback (ft)	Right Side Setback (ft)	Cantilever per Side (%)
R-1	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Flood:	Flood Zone	Base Flood Elevation	Community Panel
	VE	14.00	3130

Fees:						
Plan Review	Inspections	Home Recovery	Utility Fees	Fire	Miscellaneous	Total
\$50.00	\$27.00	N/A	\$50.00	N/A	N/A	\$127.00

Breakdown of fees are on the back of the permit
 Elevation Certificate is required for Certificate of Occupancy.

Permits expire six consecutive calendar months after the date of issuance if work authorized by the permit has not commenced. If after commencement the authorized work is discontinued, or not completed within a period of 12 consecutive calendar months, the permit immediately expires. No work authorized by any permit which has expired should be performed until a new permit has been secured.

CAROLINA BEACH PERMIT INSPECTION CARD						
Date:	Address:	Permit #:	Commercial:	Residential: X		
Owner:	Contractor:					
Type of Work: Residential Single Family - Renovation/Repair [REDACTED]						
BUILDING	Work Requiring Inspection and Approval	Fail	Date	Pass	Date	Comments
	Excavation					
	Foundation Survey					
	Flood Elevation & Bolt					
	Slab					
	Exterior Wall Sheathing					
	Open Floor System Foundation					
	Framing					
	Fire Rated Assemblies					
	Insulation					
PLUMBING	Final					
	Slab					
	Top Out / Rough-In					
	Water Service					
	Sewer					
MECHANICAL	Backflow Preventer					
	Prior Final					
	Final					
	Gas Pipe Test-Rough-In					
	Mechanical Rough-In					
ELECTRICAL	Gas Piping Test-Final					
	Mechanical Final					
	Final					
	Temporary Service					
	Ground Work					
FIRE ZONING	Rough-In					
	Prior Final					
	Final					
	Flood Elevation Certificate					
	As-Built Survey					
INSPECTIONS	Rough-In					
	Final					

This card must be posted in a conspicuous location at the construction site until ALL work is completed and tracks have been signed and finished. To request an inspection call 458-8238. Approved Plans must be on site before work will be inspected and signed. It is unlawful to occupy a building without a Certificate of Occupancy. Construction hours are: Monday thru Friday 7 a.m. - 6 p.m. - Saturday 9 a.m. - 6 p.m. - Sunday NO WORK

Exception for a Permit

- (a2) No permit issued under Articles 9 or 9C of Chapter 143 shall be required for any construction, installation, repair, replacement, or alteration performed in accordance with the current edition of the North Carolina State Building Code and costing fifteen thousand dollars (\$15,000) or less in any single family residence or farm building unless the work involves any of the following:

Permits are Required

- (1) The addition, repair or replacement of load bearing structures. However, no permit is required for replacements of windows, doors, exterior siding, or the pickets, railings, stair treads, and decking of porches and exterior decks.
- (2) The addition or change in the design of plumbing. However, no permit is required for replacements otherwise meeting the requirements of this subsection that do not change size or capacity.
- (3) The addition, replacement or change in the design of heating, air conditioning, or electrical wiring, devices, appliances, or equipment, other than like-kind replacement of electrical devices and lighting fixtures.
- (4) The use of materials not permitted by the North Carolina Residential Code for One- and Two-Family Dwellings.
- (5) The addition (excluding replacement) of roofing.

Permit Requirements

- (a3) A city shall not require more than one permit for the complete installation or replacement of any natural gas, propane gas, or electrical appliance on an existing structure when the installation or replacement is performed by a person licensed under G.S. 87-21 or G.S. 87-43. The cost of the permit for such work shall not exceed the cost of any one individual trade permit issued by that city, nor shall the city increase the costs of any fees to offset the loss of revenue caused by this provision.

Permits Requirements

- (b) No permit shall be issued pursuant to subsection (a) for any land-disturbing activity, as defined in G.S. 113A-52(6), for any activity covered by G.S. 113A-57, unless an erosion and sedimentation control plan has been approved by the Sedimentation Pollution Control Commission pursuant to G.S. 113A-54(d)(4) or by a local government pursuant to G.S. 113A-61 for the site of the activity or a tract of land including the site of the activity.
- (c) Repealed by Session Laws 2014-115, s. 15(b), effective August 11, 2014.

Permits Requirements

- d) No permit shall be issued pursuant to subdivision (1) of subsection (a) of this section where the cost of the work is thirty thousand dollars (\$30,000) or more, other than for improvements to an existing single-family residential dwelling unit as defined in G.S. 87-15.5(7) that the owner occupies as a residence, or for the addition of an accessory building or accessory structure as defined in the North Carolina Uniform Residential Building Code, the use of which is incidental to that residential dwelling unit, unless the name, physical and mailing address, telephone number, facsimile number, and electronic mail address of the lien agent designated by the owner pursuant to G.S. 44A-11.1(a) is conspicuously set forth in the permit or in an attachment thereto. The building permit may contain the lien agent's electronic mail address. The lien agent information for each permit issued pursuant to this subsection shall be maintained by the inspection department in the same manner and in the same location in which it maintains its record of building permits issued. Where the improvements to a real property leasehold are limited to the purchase, transportation, and setup of a manufactured home, as defined in G.S. 143-143.9(6), for which there is a current certificate of title, the purchase price of the manufactured home shall be excluded in determining whether the cost of the work is thirty thousand dollars (\$30,000) or more.

Permits Requirements

- (e) No city may withhold issuing a building permit or certificate of occupancy that otherwise would be eligible to be issued under this section to compel, with respect to another property or parcel, completion of work for a separate permit or compliance with land use regulations under this Article unless otherwise authorized by law or unless the city reasonably determines the existence of a public safety issue directly related to the issuance of a building permit or certificate of occupancy.

Permits Penalties

- (f) Violation of this section constitutes a Class 1 misdemeanor. (1905, c. 506, s. 26; Rev., s. 2986; 1915, c. 192, s. 3; C.S., s. 2748; 1957, c. 817; 1969, c. 1065, s. 1; 1971, c. 698, s. 1; 1973, c. 426, s. 65; 1981, c. 677, s. 1; 1983, c. 377, s. 3; c. 614, s. 1; 1987 (Reg. Sess., 1988), c. 1000, s. 2; 1993, c. 539, s. 1090; 1994, Ex. Sess., c. 24, s. 14(c); 1993 (Reg. Sess., 1994), c. 741, s. 2; 2002-165, s. 2.20; 2008-198, s. 8(d); 2009-532, s. 3; 2012-158, s. 5; 2013-58, s. 3; 2013-117, s. 5; 2013-160, s. 2; 2014-115, s. 15(b); 2015-145, ss. 4.3(a), (b); 2015-187, s. 2(a); 2016-59, s. 9; 2016-113, s. 13(c).)

I am here to HELP you!

- It is never too early for a site visit or ask questions, just call....

Darrel Johnson

Cell: 910-547-1640

Office: 910-458-8238

email: darrel.johnson@carolinabeach.org



Site Plan, CAMA and Flood Requirements

Why they matter!

July 12, 2018

Miles Murphy - Planner

Why do you need a Site Plan?

- Clear verification that any property or proposed project meets all of the zoning ordinances
- Potentially answer all zoning questions with one document
- Shows space available for development on a lot.
- Efficient communication with Town Staff
- Provides clarity for complex projects
- Creates a clear record of what is/was on the property for future owners, staff, builders, etc.
- An accurate Site Plan **DECREASES** the **TIME** of the permitting process

When is a Site Plan required?

New Construction, renovations, repairs, or additions which expand or change the footprint, accessory structures, fences, CUP Applications, swimming pools, CAMA, and hardscaping/driveways

Who needs to produce it?

Professional Sealed Document

- New Construction (Inside a Flood Zone)
- Townhomes
- CUP Applications for New Developments

To-Scale (Professional recommended)

- CAMA Minor and Major Permits (recommended)
- New Construction (Outside a Flood Zone)

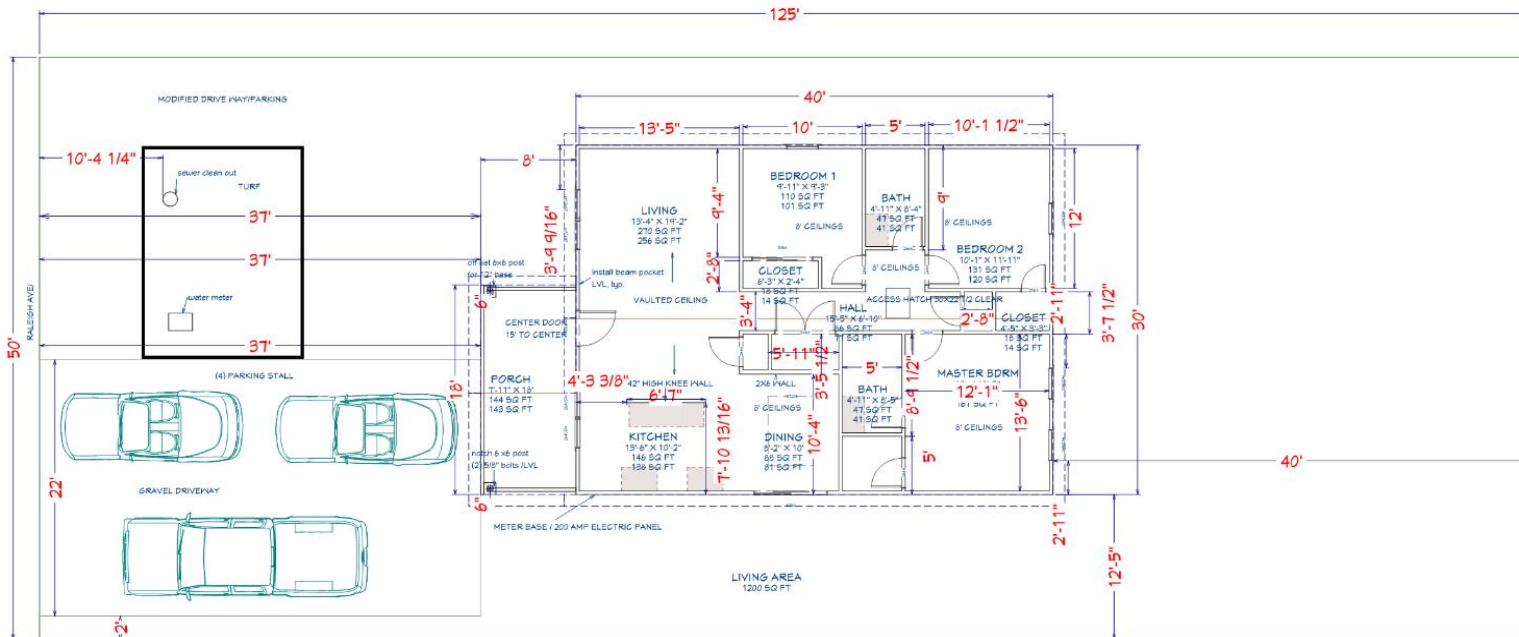
Ideally to Scale

- Fence
- Pool
- Accessory Structures
- Additions
- CAMA Minor and Major Permits
- Hardscaping/Driveways

What is required on a Site Plan?

- Contact of person who prepared the survey
- Scale
- Title/Description and Address
- Date
- North Arrow
- Property and Zoning Boundaries
- Sqft
- Lot Coverage
- Existing and proposed structures
- Setbacks
- Driveways and PARKING (9'x18')
- HVAC and other potential setback intrusions
- Right-of-way and easements

1/8"=1'



1st Floor

NO.	DESCRIPTION	BY

SHEET TITLE:
SHEET TITLE

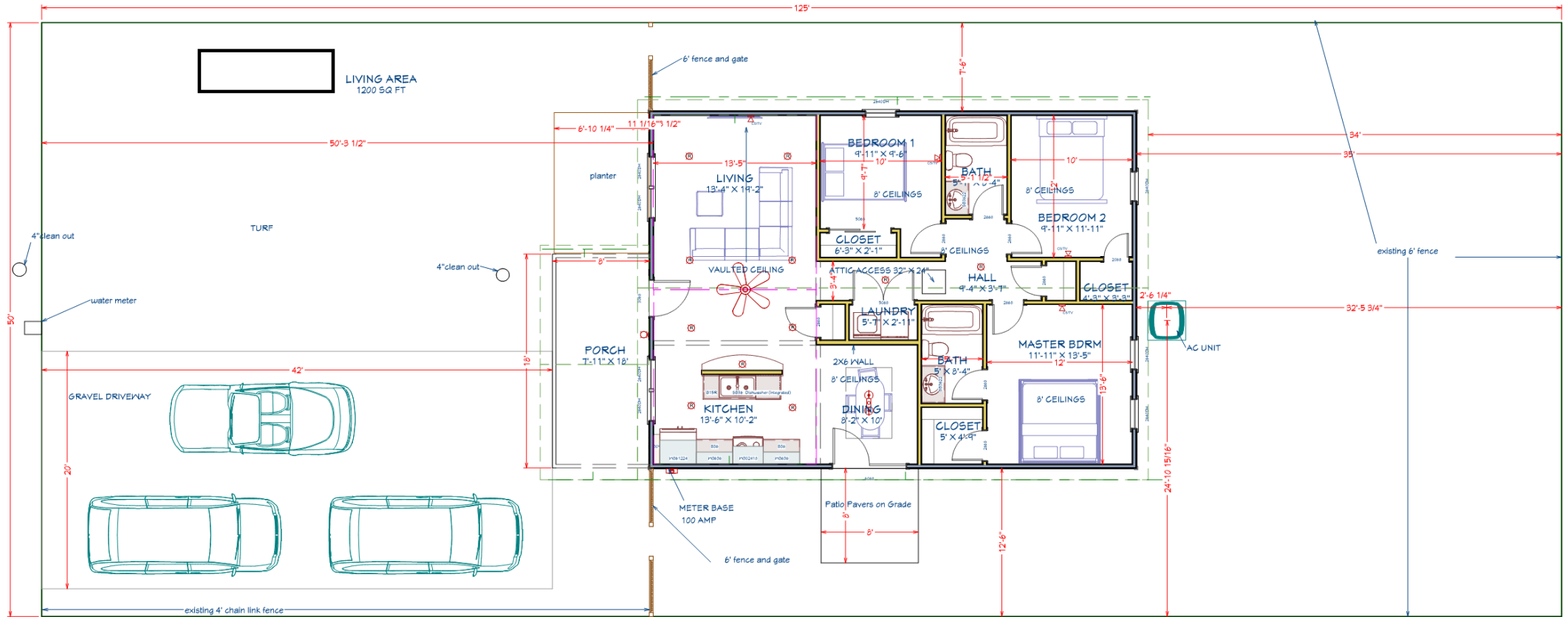
PROJECT DESCRIPTION:
PROJECT

DRAWINGS PROVIDED BY:
DESIGNER

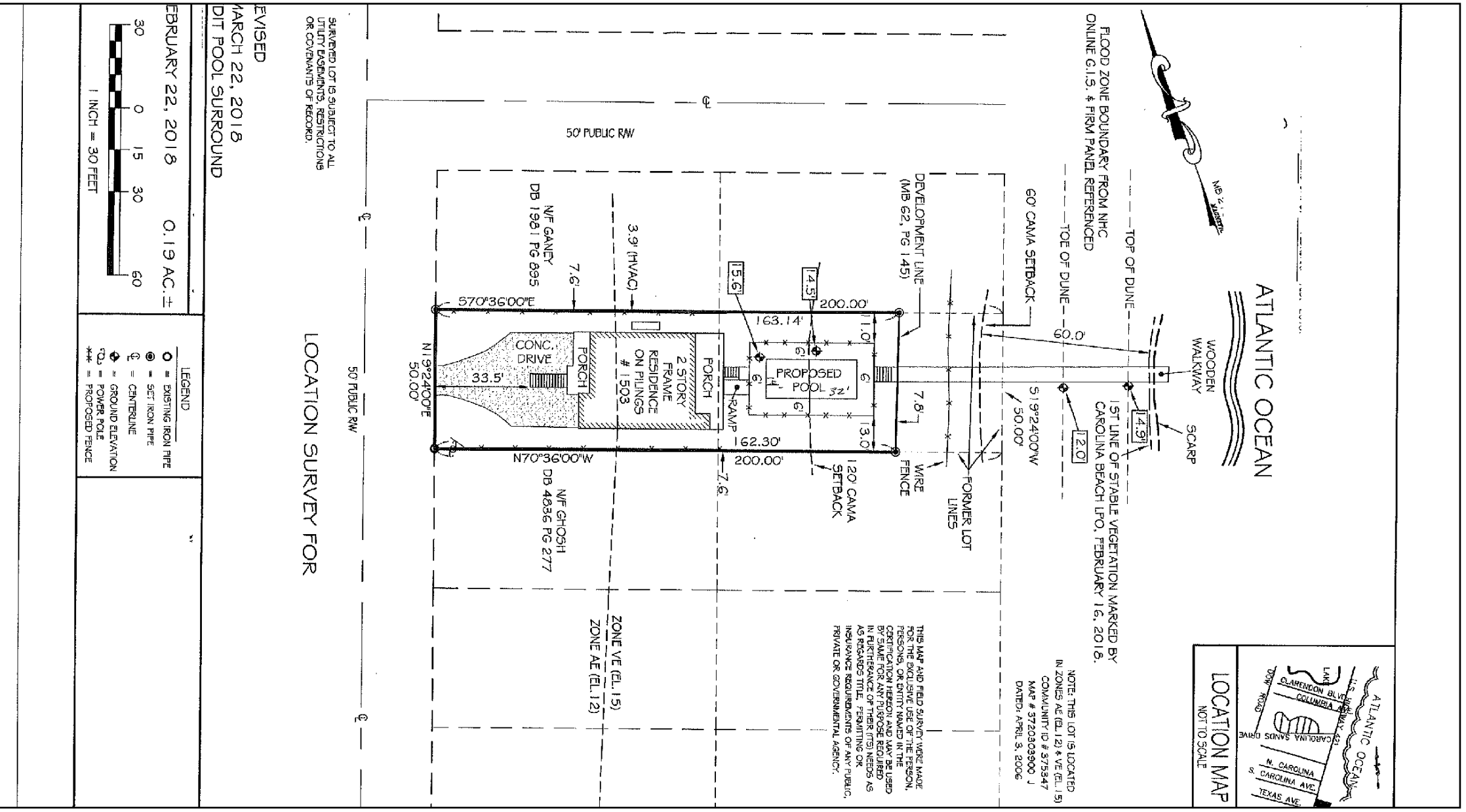
DATE:

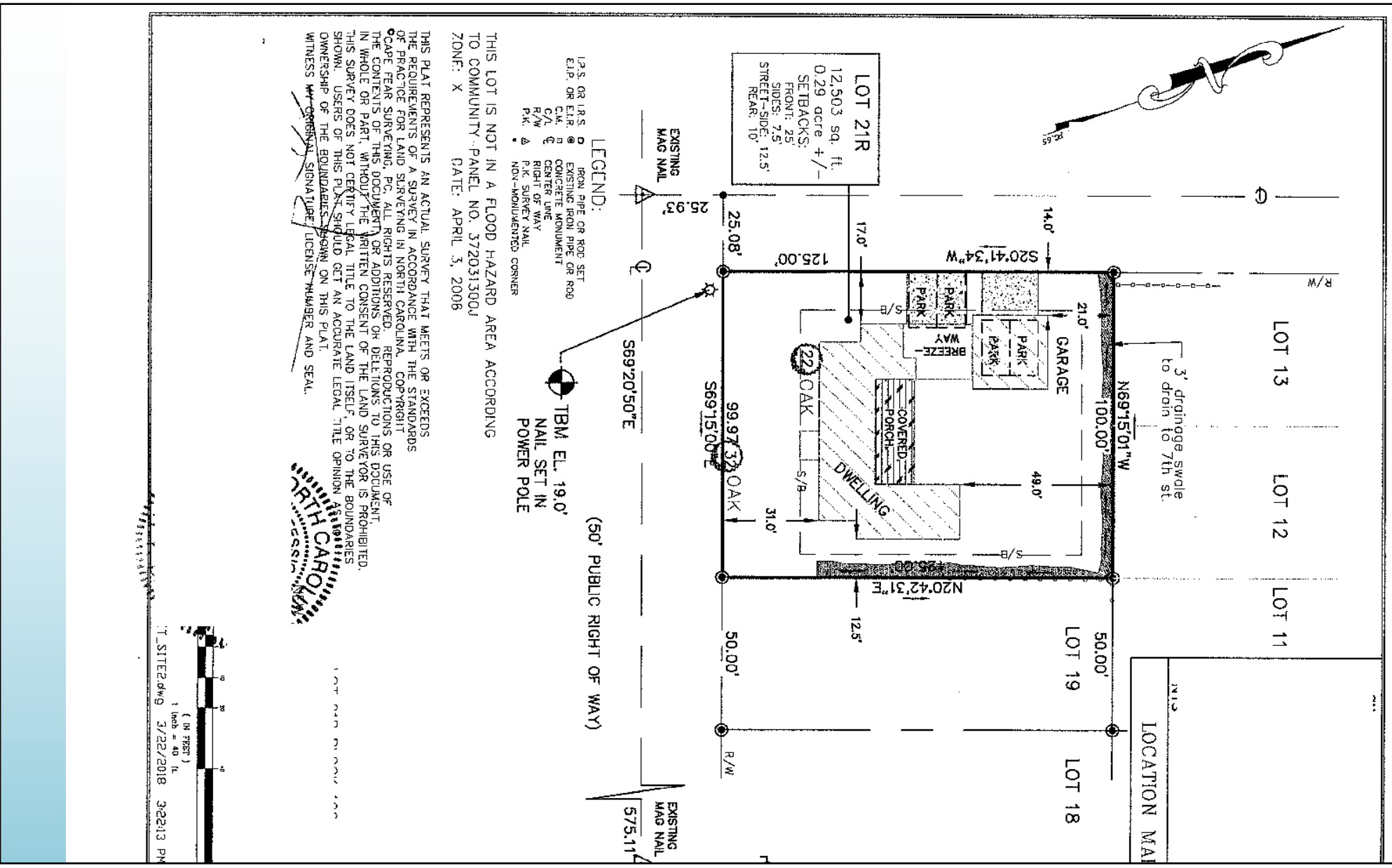
SCALE:

AS-BUILT DIAGRAM



1st Floor





What is CAMA?

- The Division of Coastal Management works to protect, conserve and manage North Carolina's coastal resources through an integrated program of planning, permitting, education and research. DCM carries out the state's Coastal Area Management Act, the Dredge and Fill Law and the federal Coastal Zone Management Act of 1972 in the 20 coastal counties, using rules and policies of the N.C. Coastal Resources Commission, known as the CRC. The division serves as staff to the CRC.

CAMA Permit Types

- **Major permits** are necessary for activities that require other state or federal permits, for projects that cover more than 20 acres or for construction covering more than 60,000 square feet. Applications for major permits are reviewed by **10 state and four federal agencies** before a decision is made.
- **General permits (Exemptions)** are used for routine projects that usually pose little or no threat to the environment. General permits are issued on-site by DCM Staff.
- **Minor permits** are required for projects, such as single-family houses, that don't require major permits or general permits. They are reviewed, issued and administered to CRC standards by local governments under contract with the Division of Coastal Management. The minor permit program is part of the CRC's efforts to minimize the burden on permit applicants. Under CAMA regulations, a minor permit is to be issued within 25 days once a complete application is in hand. If the project is simple, the review process often is shorter.

What is a Flood Zone? - Definitions

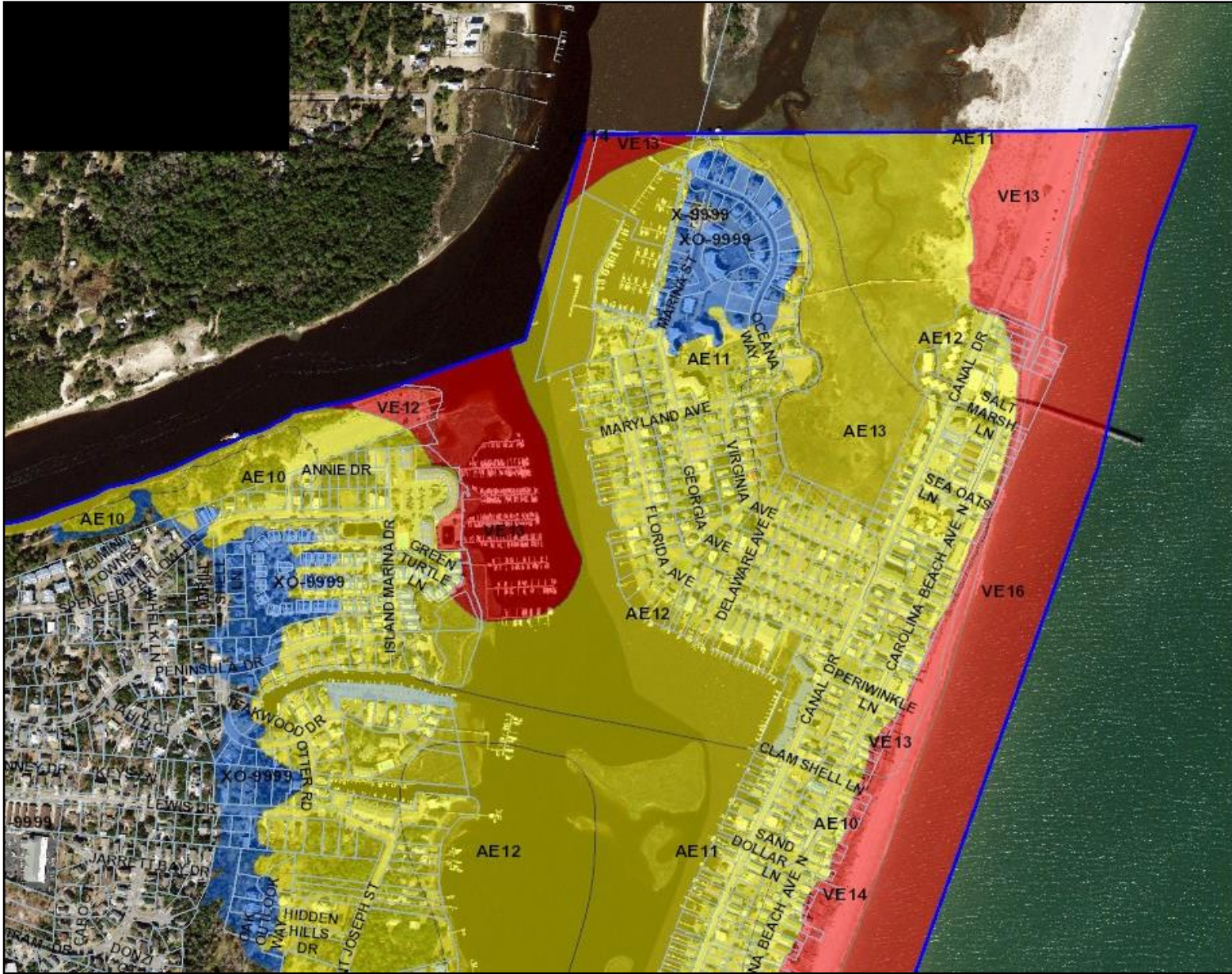
X (shaded) – Area of moderate flood hazard, usually the area between the limits of the 100- year and 500-year floods

X (unshaded) – Area of minimal flood hazard, usually depicted on FIRMs as above the 500-year flood level. Zone X is the area determined to be outside the 500-year flood and protected by levee from 100- year flood.

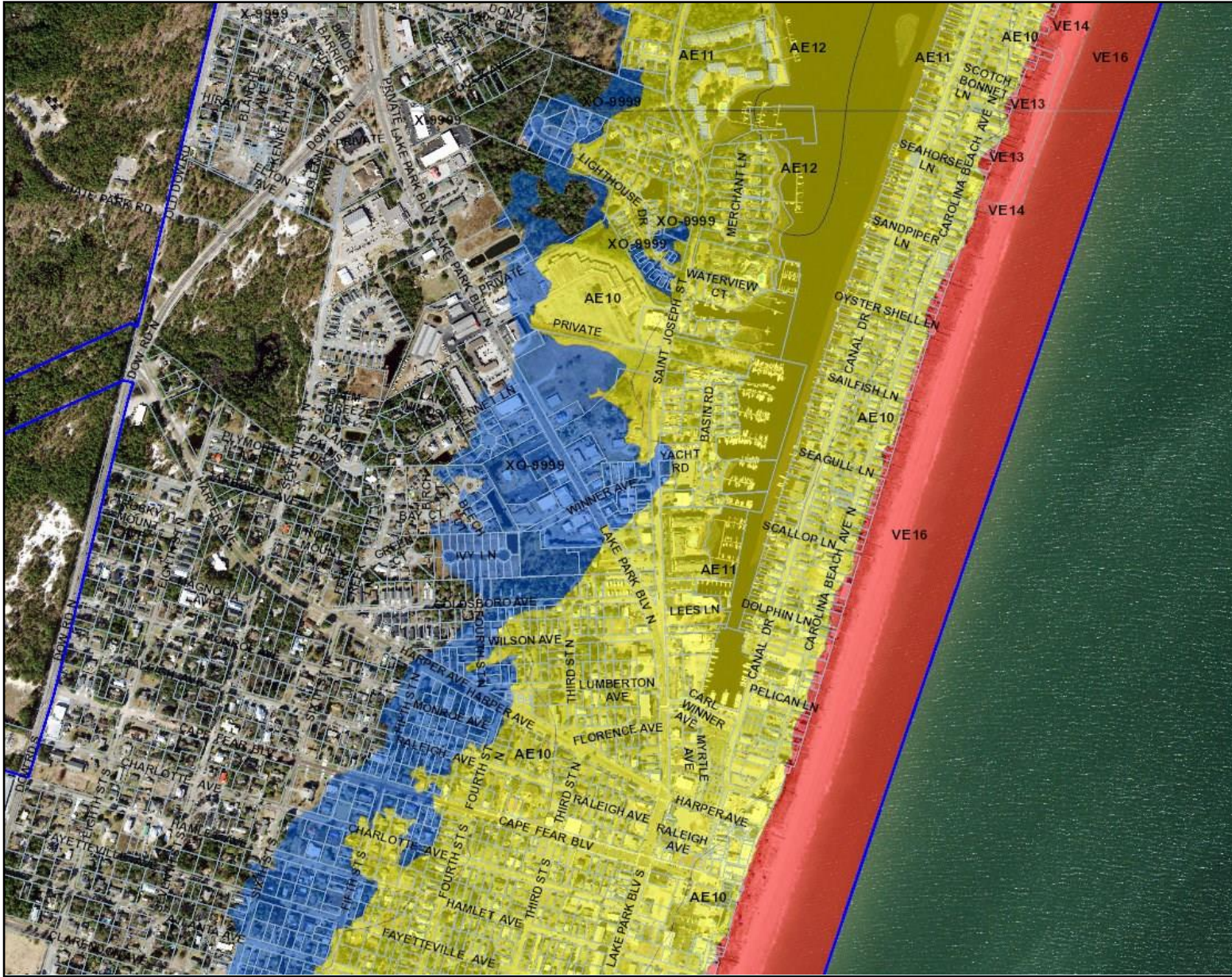
What is a Flood Zone? - Definitions

AE – Areas with a 1% annual chance of flooding and a 26% chance of flooding over the life of a 30-year mortgage. Because detailed analyses are not performed for such areas; no depths or base flood elevations are shown within these zones.

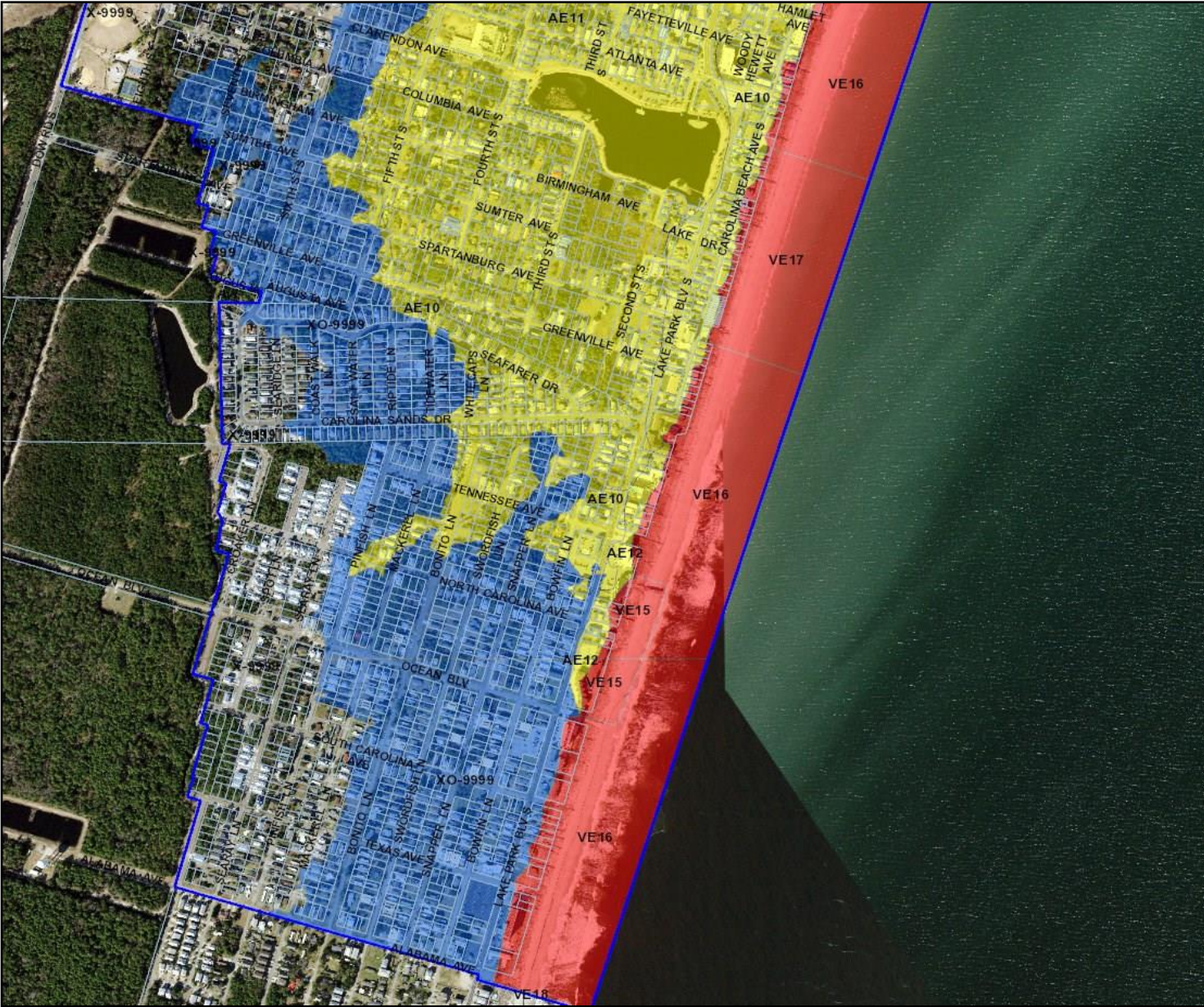
VE – Coastal areas with a 1% or greater chance of flooding and an additional hazard associated with storm waves. These areas have a 26% chance of flooding over the life of a 30-year mortgage. Base flood elevations derived from detailed analyses are shown at selected intervals within these zones



North End Flood Zones



CBD Flood Zones



South End Flood Zones

Questions?

If you have any questions contact me via:

Miles.murphy@carolinabeach.org

Or

910-458-2978