



CAROLINA BEACH
Regular Town Council Meeting Agenda
Tuesday, September 10, 2019 @ 6:30 PM
Council Chambers
1121 N. Lake Park Boulevard
Carolina Beach, NC 28428

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AGENDA ITEM

Meeting: Regular Town Council - 10 Sep 2019

Prepared By: Jeremy Hardison

Department: Planning

Set a public hearing for October 8, 2019 to consider a Text Amendment, to allow for Business Planned Unit Developments in the Neighborhood Business (NB) district. Applicant: Ralph Roof



AGENDA ITEM

Meeting: Regular Town Council - 10 Sep 2019

Prepared By: Jeremy Hardison

Department: Planning

Set a public hearing for October 8, 2019 to consider a Conditional Use Permit, for a 2 unit Planned Unit Development located at 504 Keys Ln. Applicant: The Pioneer Group NC Inc



AGENDA ITEM

Meeting: Regular Town Council - 10 Sep 2019

Prepared By: Jeremy Hardison

Department: Planning

Set a public hearing for October 8, 2019 to consider a Conditional Use Permit, for a 36 unit condo building located at 402 N. Lake Park Blvd. Applicant: Pelican Point CB LLC



AGENDA ITEM

Meeting: Regular Town Council - 10 Sep 2019

Prepared By: Miles Murphy

Department: Planning

Set a Public Hearing for October 8, 2019 to Consider a Text Amendment: to amend Chapter 40 article III and XVIII to address allowed uses in the Conservation District. Applicant: Town of Carolina Beach

BACKGROUND:

This Text Amendment is to refine and clarify the language surrounding allowable uses and subsequent definitions for the Conservation (C) Zoning District.

The Conservation Zoning District includes recreational uses which are as environmentally low-impact as possible, including the managed recreational use of Freeman Park in the north end of the ETJ. Only CAMA and Town approved piers, docks and other related structures will be allowed in public trust waters and other Areas of Environmental Concern. Development of the Conservation area for residential units is not encouraged given the serious limitations mentioned above. The regulations of this district are intended to discourage any use which, because of its character, would not be in harmony with or which would be detrimental to the surrounding area.

ACTION REQUESTED:

Approval - whereas in accordance with the provisions of the NCGS, 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 or

A statement rejecting the proposed zoning amendment and describing its inconsistency with the plan; or

A statement approving the proposed amendment and declaring that this also amends the plan, along with an explanation of the change in conditions to meet the development needs of the community that were taken into account in the zoning amendment.

Denial - based on inconsistencies with the goals and objectives of the

adopted Land Use Plan and/or other long range planning documents.

**COMMITTEE
RECOMMENDATION:**

Staff recommends the approval of the language update to the Conservation Zoning District uses and definitions.

ATTACHMENTS:

[Proposed Ordinance](#)

[PPT - Text Amendment - Conservation](#)

[Memo](#)

Article III Sec. 40-72. - Table of permissible uses.

USES OF LAND	R-1	R-1B	R-2	R-3	C	MH	MF	MX	CBD	NB	HB	MB-1	T-1	I-1
Government/ Public facilities/ and utilities (See section 40-261)	C <u>P</u>	C <u>P</u>	C <u>P</u>	C <u>P</u>	C <u>P</u>	C <u>P</u>	C <u>P</u>	C <u>P</u>	P	P	P	P	P	P

Article XVIII Sec. 40-548. – Definitions

~~Government facilities means indoor or outdoor areas improved to serve a particular government function.~~

~~Public facilities means major capital improvements, including, but not limited to, transportation, sanitary sewer, solid waste, drainage, potable water, educational, parks and recreational, and health systems and facilities.~~

Government/Public facilities means indoor or outdoor areas of local, state, or federal control intended to serve public function as, but not limited to transportation, sanitary sewer, solid waste, drainage, potable water, educational, parks and recreational, and health systems and facilities.



Text Amendment: Conservation District Uses and Definition Update

Sec. 40-72. – Table of permissible uses.

Sec. 40-548. – Definitions

September 12th, 2019

Miles Murphy – Planner

Zoning District Description

(e) *C, Natural Resources Conservation District.*

(1) *Purpose.* This district is established to preserve the economic, aesthetic, and unique and irreplaceable natural resource assets of the land, vegetation, surface waters, and underground waters of this district, while also providing for an environmentally compatible setting for appropriately designed and located single-family residential development. In doing so, the public health and safety and welfare shall be preserved.

(2) *Density.*

- a. For one single-family home: 80,000 square feet minimum lot size.
- b. For cluster developments: 320,000 square feet minimum lot size for four single-family homes.

(3) *Standards for conservation cluster development in the C district.*

- a. Residential clusters shall be on single parcels of which at least 50 percent of the parcel is net buildable land.
- b. No unit in a residential cluster shall be located within 20 feet of the property line.
- c. Residential clusters shall be limited to a maximum of four dwelling units per lot.
- d. Minimum separation between detached units in the cluster shall be 20 feet.
- e. Subject to applicable state and federal regulations.

LUP - 2007

The desired Future Land Use of the Conservation area includes recreational uses which are as environmentally low-impact as possible, including the managed recreational use of Freeman Park in the north end of the ETJ. Only CAMA and Town approved piers, docks and other related structures will be allowed in public trust waters and other Areas of Environmental Concern. Development of the Conservation area for residential units is not encouraged given the serious limitations mentioned above. Needed expansion to the Town's wastewater treatment facilities will be allowed as needed provided applicable state and federal regulations are met. Building height shall be consistent with Section 4.3, II. Management Topic: Land Use Compatibility Policies, 31 (B)

0 850 1,300 2,600 3,900 5,200 Feet

1 inch equals 1,940 feet

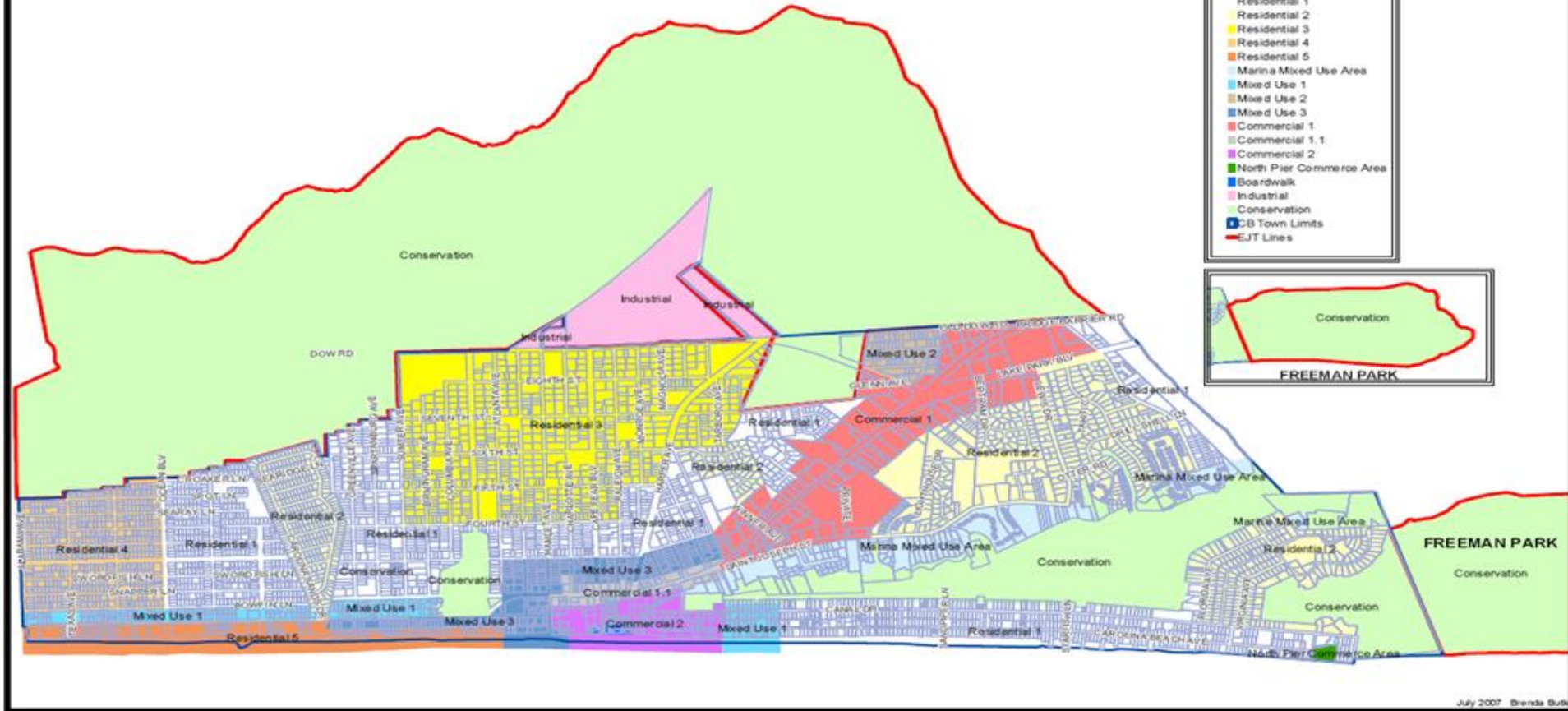


CAMA Land Use Plan Future Land Use and Classification Map

Legend

Future Land Classification Class

- Residential 1
- Residential 2
- Residential 3
- Residential 4
- Residential 5
- Marina Mixed Use Area
- Mixed Use 1
- Mixed Use 2
- Mixed Use 3
- Commercial 1
- Commercial 1.1
- Commercial 2
- North Pier Commerce Area
- Boardwalk
- Industrial
- Conservation
- CB Town Limits
- EJT Lines



July 2007 Brenda Butts

Proposed Ordinance

Sec. 40-72. – Table of permissible uses.

USES OF LAND	R-1	R-1B	R-2	R-3	C	MH	MF	MX	CBD	NB	HB	MB-1	T-1	I-1
Government/ Public facilities <u>and utilities</u> (See section 40-261)	C <u>P</u>	C <u>P</u>	C <u>P</u>	C <u>P</u>	C <u>P</u>	C <u>P</u>	C <u>P</u>	C <u>P</u>	P	P	P	P	P	P

Sec. 40-548. – Definitions

~~Government facilities means indoor or outdoor areas improved to serve a particular government function.~~

~~Public facilities means major capital improvements, including, but not limited to, transportation, sanitary sewer, solid waste, drainage, potable water, educational, parks and recreational, and health systems and facilities.~~

Government/Public facilities means indoor or outdoor areas of local, state, or federal control intended to serve public function as, but not limited to transportation, sanitary sewer, solid waste, drainage, potable water, educational, parks and recreational, and health systems and facilities.

STAFF RECOMMENDATION:

Staff recommends the approval of the language update to the Conservation Zoning District uses and definitions.

Action

Approval - whereas in accordance with the provisions of the NCGS, 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 or

A statement rejecting the proposed zoning amendment and describing its inconsistency with the plan; or

A statement approving the proposed amendment and declaring that this also amends the plan, along with an explanation of the change in conditions to meet the development needs of the community that were taken into account in the zoning amendment.

Denial - based on inconsistencies with the goals and objectives of the adopted Land Use Plan and/or other long range planning documents.

Joe Benson
Mayor

Steve Shuttleworth
Council Member

LeAnn Pierce
Council Member



Tom Bridges
Mayor Pro Tem

JoDan Garza
Council Member

Ed H. Parvin
Interim Town Manager

Town of Carolina Beach
1121 N. Lake Park Blvd.
Carolina Beach, NC 28428
Tel: (910) 458-2999
Fax: (910) 458-2997

September 3rd, 2019

MEMORANDUM

Text Amendment: Conservation Zoning District and Definitions
Meeting: September 12th, 2019

This Text Amendment is to refine and clarify the language surrounding allowable uses and subsequent definitions for the Conservation (C) Zoning District.

The Conservation Zoning District includes recreational uses which are as environmentally low-impact as possible, including the managed recreational use of Freeman Park in the north end of the ETJ. Only CAMA and Town approved piers, docks and other related structures will be allowed in public trust waters and other Areas of Environmental Concern. Development of the Conservation area for residential units is not encouraged given the serious limitations mentioned above. The regulations of this district are intended to discourage any use which, because of its character, would not be in harmony with or which would be detrimental to the surrounding area.

Sec. 40-72. – Table of permissible uses.

USES OF LAND	R-1	R-1B	R-2	R-3	C	MH	MF	MX	CBD	NB	HB	MB-1	T-1	I-1
Government/ Public facilities <u>and utilities</u> (See section 40-261)	C P	C P	C P	C P	C P	C P	C P	C P	P	P	P	P	P	P

Sec. 40-548. – Definitions

~~Government facilities means indoor or outdoor areas improved to serve a particular government function.~~

~~Public facilities means major capital improvements, including, but not limited to, transportation, sanitary sewer, solid waste, drainage, potable water, educational, parks and recreational, and health systems and facilities.~~

Government/Public facilities means indoor or outdoor areas of local, state, or federal control intended to serve public function as, but not limited to transportation, sanitary sewer, solid waste, drainage, potable water, educational, parks and recreational, and health systems and facilities.

STAFF RECOMMENDATION:

Staff recommends the approval of the language update to the Conservation Zoning District uses and definitions.



AGENDA ITEM

Meeting: Regular Town Council - 10 Sep 2019

Prepared By: Debbie Hall

Department: Finance

Budget Amendments & Transfers

BACKGROUND:

I have received a budget amendment and/or transfer request for FY19/20. As you know, transfers require only your notification whereas amendments require your approval. Listed below you will find a description of the amendment and/or transfer. I have also attached a copy of the supporting documentation for the appropriation..

Transfers:

Transfer \$234,817.63 of unused funds from Marina Projects Phases I and II to Marina Project Phase III: \$475 from 27-001-033 Marina Phase I Supplies, \$500 from 27-001-046 Marina Phase I Professional Services, \$26,138.87 from 27-002-033 Marina Phase II Supplies, \$73,318 from Marina Phase II Capital Outlay over \$10,000 and \$122,453.22 from 27-002-090 Marina Phase II Contingency to 27-003-090 Marina Phase III Contingency.

BUDGET IMPACT:

No budget impact.

ACTION REQUESTED:

Approve the budget amendment and transfer as presented by the Finance Director.

ATTACHMENTS:

[Budget Transfer 9.10.19](#)



AGENDA ITEM

Meeting: Regular Town Council - 10 Sep 2019

Prepared By: Debbie Hall

Department: Finance

Consider adopting resolution for purchase of a Vactor Truck

BACKGROUND:

The Finance Director requested bid proposals from five banks for financing of a new Vac Con Dual Engine Combination Truck in the amount of \$409,827 for five annual payments in arrears. The following proposals were received:

BB&T 2.08% Interest for 5 years

SunTrust 1.99% Interest for 5 years

BUDGET IMPACT:

No impact. The debt service payment was included in the approved annual budget.

ACTION REQUESTED:

Recommend approval of the SunTrust loan proposal.

ATTACHMENTS:

[Financing Proposal for Vactor Truck](#)



SunTrust Equipment Finance & Leasing Corp.
1155 Peachtree Street, NE, 9th Floor
Atlanta, GA 30309
Tel 404.658.4751
Fax 404.230.5550
dennis.mcdermott@suntrust.com

September 4th, 2019

Debbie Hall
Finance Director
Carolina Beach, NC

RE: Request for Proposal

Dear Ms. Hall:

SunTrust Equipment Finance & Leasing Corp. is pleased to present to you a financing proposal for various equipment as highlighted in your Request for Proposal. The terms and conditions of our proposal are outlined on the attached Summary of Terms and Conditions.

This proposal is provided solely as a response to your request. Neither the delivery of this proposal nor your acceptance thereof represents a commitment from SunTrust Equipment Finance & Leasing Corp. or any of its affiliates to extend financing. This proposal is intended as an outline of certain of the material terms of the financing and does not purport to summarize all of the conditions, covenants, representations, warranties and other provisions which would be contained in definitive documents for the financing contemplated hereby.

This proposal should not be construed as advice or a recommendation to you with respect to structure, timing, terms or any other matters relating to the proposed financing. We are not acting as your adviser in connection with the proposal, but solely for our own interests. You should discuss this proposal with any and all internal and external advisors and experts you deem appropriate before acting on it.

Sincerely,

[Handwritten signature]

Dennis M. McDermott
Director

AGREED TO AND ACCEPTED BY:

(Name) _____

(Title) _____

(Date) _____

SUMMARY OF TERMS AND CONDITIONS

Lessee:	Town of Carolina Beach, NC (“Lessee”).
Lessor:	SunTrust Equipment Finance & Leasing Corp. (“Lessor”).
Property Subject to Lease:	Vac Conn Dual Engine Combination Truck (the “Property”).
Maximum Principal Component:	\$409,827
Interest Rate:	1.995% (the “Interest Rates”)
Lease Term:	56 Months (the “Terms”)
Anticipated Commencement Date:	October 15, 2019
Payment Frequency:	Annually. Based on the anticipated commencement date identified above, a proposed payment schedule is attached.
Structure:	Lease/purchase financing under a Master Lease/Purchase Agreement and an Equipment Schedule (the “Agreement”). Rental payments will be subject to annual appropriation. Lessee will be responsible for all costs and expenses associated with operation, maintenance, taxes and insurance.
Security:	A security interest in the Property.
Prepayment:	Prepayable in whole on any payment date at a premium of 3% of the amount prepaid in year 1, 2% in year 2, 1% in year 3 and at par thereafter.
Issuance Costs:	Lessee will pay a documentation fee of \$250 per schedule.
Tax Status:	The Interest Rate has been established on the assumption that Lessee is a state or political subdivision within the meaning of Section 103 of the Internal Revenue Code, and that therefore interest will be exempt from federal income tax. Lessee will make customary representations, warranties and covenants to establish and maintain the exemption. If qualified, Lessee will designate the Agreement as “bank qualified.” If the interest component of rental payments is determined to be taxable, Lessee will pay Lessor on demand such amounts (including additional interest, fines, penalties and other additions to tax) as will restore to Lessor its

Loan Amortization
Single Loan

Customer.....Town of Carolina Beach
Average life.....2.667 years
Average rate.....1.99500000%

Date	Starting Balance	Takedowns	Debt Service	Interest	Principal	Ending Balance	Prepayment Price
10/15/2019	-	409,827.00	-	-	-	409,827.00	NA
6/15/2020	409,827.00	-	87,416.10	5,450.70	81,965.40	327,861.60	337,697.45
6/15/2021	327,861.60	-	88,506.24	6,540.84	81,965.40	245,896.20	250,814.12
6/15/2022	245,896.20	-	86,871.03	4,905.63	81,965.40	163,930.80	165,570.11
6/15/2023	163,930.80	-	85,235.82	3,270.42	81,965.40	81,965.40	81,965.40
6/15/2024	81,965.40	-	83,600.61	1,635.21	81,965.40	-	-
Total		409,827.00	431,629.80	21,802.80	409,827.00		
	=====	=====	=====	=====			

CAROLINA BEACH

Regular Town Council Minutes
Tuesday, August 13, 2019 @ 6:30 PM
Council Chambers
1121 N. Lake Park Boulevard
Carolina Beach, NC 28428

ASSEMBLY

The Town of Carolina Beach Regular Town Council was held on Tuesday, August 13, 2019 at 6:30 PM at Council Chambers.

PRESENT: Mayor Joe Benson, Mayor Pro Tem Tom Bridges, Council Member LeAnn Pierce, Council Member Steve Shuttleworth, and Council Member JoDan Garza

ABSENT:

ALSO PRESENT: Interim Town Manager Ed Parvin, Finance Director Debbie Hall, Town Clerk Kim Ward, and Town Attorney Noel Fox

1. MEETING CALLED TO ORDER WITH INVOCATION BY GAYLE TABOR, PASTOR OF CHURCH ON THE BOARDWALK AND CHURCH ON TAP FOLLOWED BY THE PLEDGE OF ALLEGIANCE

2. ADOPT THE AGENDA

- a. Mayor Benson announced that they would be moving Item 7(b) - "Resolution in Support of a 2019 CAMA Public Beach Access Grant" to the end of the agenda.

Council Member Pierce requested to add an item to the agenda to discuss re-establishing the Business and Economic Development Committee.

ACTION: Motion to adopt the agenda with the changes mentioned.

Motion: Joe Benson

Vote: UNANIMOUS

3. CONSENT AGENDA

- a. The following items were approved under the Consent Agenda:
 - Consider setting a Public Hearing for September 10, 2019 at 6:30 PM for a Text Amendment to amend Article IX. - Development Standards For Particular Uses, Mixed use commercial-residential regulations to review the commercial sq. ft. requirement when located in a V-floodzone. Applicant: Jeff Stokley
 - Consider setting a Public Hearing for September 10, 2019 at 6:30 PM for a Conditional Use Permit that consist of a roof top bar expansion to Hurricane Alleys, located at 5 Boardwalk - Applicant: JLM Partnership LLC
 - Budget amendments and carryovers as presented by the Finance Director
 - Year End Budget Transfers as presented by the Finance Director

- Budget Ordinance 19-1116 - AIA Water
- Budget Ordinance 19-117 AIA Wastewater
- Meeting minutes from July 9 and 23, 2019

4. SPECIAL PRESENTATIONS

a. Employee Recognition

Chief Alan Griffin recognized firefighters that received the Blue Card Certification.

Chief Chris Spivey recognized Captain Harry Humphries for 20 years of service with the police department.

b. Special Events

Brenda Butler presented the events scheduled in August and September.

c. New Event-Superb Beach Soccer Festival

Brenda Butler presented a new event for a soccer tournament September 13-15, 2019.

Dwight Findlay and Ryan Gillespie presented their request for the event.

ACTION: Motion to approve this event with no more than 7 courts.

Motion: Steve Shuttleworth

Vote: UNANIMOUS

d. Manager's Update

Ed Parvin gave an update on the following items:

Upcoming Land Use Plan Meetings:

The next meeting is August 21st at 6:00 pm.

Street Sign Placement:

Staff has replaced 75% of the street signs.

Around Town Hall:

Permit Technician Institute will be holding training at Town Hall. Attendees will be from across the state. (Sept 24-25). Hopefully more will come to our area which will increase our staff's knowledge/skills/abilities and be a cost savings for the Town.

Billing window is open from 8-5pm except on Wednesdays (hours 12-5pm)

2 New Police Officers will be sworn in over the next 2 weeks.

Water tests conducted by NCSU has our water as the best in the area!

Requested Recertification for CRS 6 = 20% discount in flood insurance

Building Code Effectiveness Grading has improved by one grade. This is due to an exceptional building inspections program.

Technical Review Committee:

Springhill Suites (CUP)

Planned Unit Development on Keys Lane for 2 houses on 1 lot (CUP)

36 Unit Condos beside Dominos (CUP)

Text amendment to allow for more flexibility in Neighborhood Business

Review private parking lot allowance for profit in the Central Business District

Adding lots in Hidden Hills

Preconstruction meeting with the warehouse/office space going in at the corner of Bertram and Lake Park Boulevard

Town Council meeting September 10, 2019:
Expand roof top bar at Hurricane Alleys (CUP)

Amend Mixed use commercial residential regulations to reduce commercial square footage requirements for V-Zone properties.

Update the Town Sign regulations to be consistent with latest court cases/laws in NC.

Hamlet Avenue Restrooms and Ocean Rescue Office:

Mr. Parvin showed a rendering of a potential design. He has received one quote for the construction which came in at \$699,740.

Council Member Pierce asked staff to consider asking for ROT funds to help with this expense. She also asked staff to do a cost analysis on what the Town pays in rent versus building a new building.

Mayor Benson would like to see what conex boxes would cost.

August 27, 2019 Workshop:

MOTSU update

Overview of draft emergency compensation policy

Review parking and Freeman Park status and recommendations

Council Member Shuttleworth asked staff to consider not writing tickets for golf carts that are parking in spots that have historically been used as golf cart parking. Also look into finding more golf cart parking areas.

Parking:

Compact parking has been established on Lake Park Boulevard.

Council Member Shuttleworth said he is receiving complaints from those who have non-compact carts. They cannot find a place to park.

September 24, 2019 Workshop:

Review engineering plans for the Town Marina

Draft harbor ordinance

Stormwater Updates:

Network Realty/Lake Park/Mona Black - Priority #1 \$150,000

Texas Pump Station Priority #2 \$80,000

Charlotte/Cape Fear/6th Street Priority #3A No cost

Cape Fear and 4th Street Priority #3B \$30,000

Marina/Lumberton/Wilson Priority #4A \$295,000

Goldsboro to Island Marina Priority #4B \$250,000

Dow to 7th and Harper to Sumter Priority #5 Cost to be determined

Water Study:

A full report is scheduled to be complete by January.

Council Member Garza asked about the Open House for the Clarendon Avenue Multi-Use Path project.

Mr. Parvin said that it would be early September.

Council Member Garza asked if the Town is having to pay the consultant more for extending LUP meetings?

Mr. Hardison said that it is costing the Town \$1,500 for every extra meeting.

5. PUBLIC COMMENT

- a. Deb LeCompte 307 Charlotte Avenue spoke about the possibility of losing the amusement rides at the boardwalk. She gave some history on ferris wheels and how they benefit municipalities. She asked Council to consider re-establishing the Business and Economic Development Committee.

Jill Zimmerman 1423 South Lake Park Boulevard expressed her concern as to why Town staff approved the new development next door at 1425 South Lake Park Boulevard after CAMA denied it. This project will intrude 50 feet into the dunes.

Dennis McKee 705 and 707 Canal Drive received a violation from the Code Enforcement Officer regarding his private dock and his guests staying on their boat when they dock at his house for the weekend. He stated that these are his guests and they are not permanently living aboard.

Mayor Benson asked Mr. Parvin to look at the text and to define a live aboard.

Erik Bigsby on behalf of Kevin Murphy thanked Council for supporting Life Rolls On.

6. PUBLIC HEARINGS

- a. Consider amending ARTICLE VI. – SCHEDULES, Sec. 16-208. - Schedule F, traffic patterns on specified streets to designate a portion of the 200 block of Wilson Ave at the intersection of N. Lake Park Blvd for one-way traffic.

Jeremy Hardison presented the request to turn the 200 block of Wilson Avenue back to one-way.

Council Member Garza asked about cost.

Mr. Hardison said the only cost would be the signage and paint.

Mayor Benson made a motion to open the public hearing. Motion carried unanimously.

Thomas Tucker 707 Harper Avenue would like for Wilson Avenue to be two-way with no exit onto Lake Park Boulevard.

Mayor Benson made a motion to close the public hearing. Motion carried unanimously.

Council Member Shuttleworth asked staff to work with the church on the logistics of this change.

ACTION: Motion to amend Article VI. – Schedules, Sec. 16-208. - Schedule F, traffic patterns on specified streets designating a portion of the 200 block of Wilson Ave at the intersection of N. Lake Park Blvd for one-way traffic for a distance to be determined by staff.

Motion: Joe Benson

Vote: UNANIMOUS

7. ITEMS OF BUSINESS

- a. Text Amendment: Consider Amending Chapter 28 – Watercraft, Beaches, and Coastal Parks, Article IV, Sec. 28-166. – Public Nudity

Jeremy Hardison presented the request to remove the word "buttocks" from the list of items that are considered to be private parts.

ACTION: Motion to remove the word buttocks from the list of items that are considered private parts under Article IV, Section 28-166.

Motion: Steve Shuttleworth

Vote: UNANIMOUS

- b. Consider redesign of the website

Jeremy Hardison presented the request to move to Granicus as the website provider.

MPT Bridges said that he is excited about getting a user friendly website.

ACTION: Motion to into a contract with Granicus to redesign the website

Motion: Tom Bridges

Vote: UNANIMOUS

- c. Consider Adopting the New Pay Plan

Ed Parvin presented the 2019 pay study for the Town.

Staff will continue to receive annual performance evaluations to help with conversations between the employee and their supervisor.

Mr. Parvin said that they are not requesting money at this time. They are only requesting to move the pay ranges. He added that he may try to implement part of the salary portion of the study at the end of the fiscal year if there is money available.

ACTION: Motion to approve 2019 pay study.

Motion: Joe Benson

Vote: UNANIMOUS

- d. Add three full time employees in the Fire Department

Mr. Parvin presented the request to add 3 full time firefighters starting in October. If the Assistance to Firefighter's Grant is awarded, \$52,500 will be going back into general fund. If not, no additional funds will be needed because it was already budgeted.

ACTION: Motion to roll over \$52,500 from the 2018-19 to the 2019-20 budget and add 3 full time positions to the Fire Department with recruitment starting in October.

Motion: Joe Benson

Vote: UNANIMOUS

- e. Bike/Ped Committee Appointment

Council voted by written ballot and appointment Danielle Kurtz to the Bike/Ped Committee.

- f. Reactivate Business and Economic Committee

Council Member Pierce would like to reactive the Ad-hoc Business and Economic Committee.

Council agreed to move forward and Council Member Pierce will lead the committee.

8. NON-AGENDA ITEMS

- a. Mayor Benson asked staff to have an engineer look at North Carolina Avenue at Sea Ray, Spot and Croaker to see if it needs four-way stop signs.

Council Member Garza mentioned that there has been a lot of discussion on social media about the sidewalk proposal for Ocean Boulevard.

Council Member Pierce said that there is a proposal in the Bicycle Plan for Ocean Boulevard.

MPT Bridges added that the setback will put residents on Ocean Boulevard in a bad position with no parking.

Council Member Garza asked staff and Council to consider having an area at Cape Fear and Canal Drive blocked off during events to have a staging area for open containers. He asked to have this brought back for discussion at a workshop.

Council Member Shuttleworth said that staff needs to talk to Noel about open containers before having this discussion.

9. CLOSED SESSION

- a. Closed Session to Discuss an Attorney/Client, Real Estate and Personnel Matter

Mayor Benson made a motion to go into closed session to discuss an attorney/client, real estate and personnel matter in accordance to NCGS 143-318.11(a)(3)(5) and (6). Motion carried unanimously.

The properties being discussed include:

- 310 Canal Drive, Carolina Beach, NC
- 3 Carolina Beach Avenue South
- 316 Cape Fear Boulevard
- 12 Pavilion Avenue North

The matters being discussed include:

- TCB vs. Carolina Freeman LLC NHC 18 CVS 3151
- TCB vs, B&F Enterprises LLC NHC 18 CVS 3152
- TCB vs DRDK, LLC NHC 18 CVS 3153
- TCB vs Freeman Beach, LLC 18 CVS 3154

Mayor Benson made a motion to go back into open session. Motion carried unanimously.

Mayor Benson made a motion to enter into a contract with April Williams for the purchase of 310 Canal Drive Carolina Beach for the amount of \$230,000. Motion carried unanimously.

Mayor Benson made a motion to adopt Resolution 19-2206 in support of a 2019 CAMA Public Beach Access Grant. Motion carried unanimously.

10. ADJOURNMENT

ACTION: Motion to adjourn at 11:30 pm.

Motion: Joe Benson

Vote: UNANIMOUS

Adopted at a regular meeting on September 10, 2019.

Submitted by Kimberlee Ward, Town Clerk

CAROLINA BEACH

Town Council Workshop Minutes
Tuesday, August 20, 2019 @ 6:00 PM
Council Chambers
1121 N. Lake Park Boulevard
Carolina Beach, NC 28428

ASSEMBLY

The Town of Carolina Beach Town Council Workshop was held on Tuesday, August 20, 2019 at 6:00 PM at Council Chambers.

PRESENT: Mayor Joe Benson, Mayor Pro Tem Tom Bridges, Council Member LeAnn Pierce, Council Member Steve Shuttleworth, and Council Member JoDan Garza

ABSENT:

ALSO PRESENT: Interim Town Manager Ed Parvin, Finance Director Debbie Hall, and Town Clerk Kim Ward

1. MAYOR BENSON CALLED THE MEETING TO ORDER AT 11:30 AM

2. DISCUSSION ITEMS

a. Closed Session

Mayor Benson made a motion to go into closed session to discuss a real estate matter in accordance to NCGS 143-318.11(a)(5). The property being discussed is 3 Carolina Beach Avenue South. Motion carried unanimously.

Mayor Benson made a motion to return to open session. Motion carried unanimously.

Mayor Benson made a motion to purchase 3 Carolina Beach Avenue South from Virginia J. Loughlin for \$337,500 for the purpose of temporary lifeguard storage , future offices, and other uses as they arise. Motion carried unanimously.

3. ADJOURNMENT

a. Mayor Benson made a motion to adjourn at 11:55 a.m. Motion carried unanimously.

Adopted at a regular meeting on 9/10/2019.

Recorded by Kimberlee Ward, Town Clerk

CAROLINA BEACH

Town Council Workshop Minutes
Tuesday, August 27, 2019 @ 8:00 AM
Council Chambers
1121 N. Lake Park Boulevard
Carolina Beach, NC 28428

ASSEMBLY

The Town of Carolina Beach Town Council Workshop was held on Tuesday, August 27, 2019 at 8:00 AM at Council Chambers.

PRESENT: Mayor Joe Benson, Mayor Pro Tem Tom Bridges, Council Member LeAnn Pierce, Council Member Steve Shuttleworth, and Council Member JoDan Garza

ABSENT:

ALSO PRESENT: Interim Town Manager Ed Parvin, Finance Director Debbie Hall, Town Clerk Kim Ward, and Town Attorney Noel Fox

1. CALL MEETING TO ORDER

2. DISCUSSION ITEMS

- a. Mayor Benson made a motion to go into closed session to discuss an attorney/client matter in accordance to NCGS 143-318.11(a)(3).

The matters being discussed include:

TCB vs. Carolina Freeman LLC NHC 18 CVS 3151

TCB vs, B&F Enterprises LLC NHC 18 CVS 3152

TCB vs DRDK, LLC NHC 18 CVS 3153

TCB vs Freeman Beach, LLC 18 CVS 3154

Mayor Benson made a motion to return to open session. Motion carried unanimously.

Mayor Benson announced that there was no action taken.

3. ADJOURNMENT

Mayor Benson made a motion to adjourn. Motion carried unanimously.

Adopted at a regular meeting on 9/10/2019.

Recorded by Kimberlee Ward, Town Clerk.

CAROLINA BEACH

Town Council Workshop Minutes
Tuesday, August 27, 2019 @ 9:00 AM
Council Chambers
1121 N. Lake Park Boulevard
Carolina Beach, NC 28428

ASSEMBLY

The Town of Carolina Beach Town Council Workshop was held on Tuesday, August 27, 2019 at 9:00 AM at Council Chambers.

PRESENT: Mayor Joe Benson, Mayor Pro Tem Tom Bridges, Council Member LeAnn Pierce, Council Member Steve Shuttleworth, and Council Member JoDan Garza

ABSENT:

ALSO PRESENT: Interim Town Manager Ed Parvin, Finance Director Debbie Hall, Town Clerk Kim Ward, and Town Attorney Noel Fox

1. MAYOR BENSON CALLED THE MEETING TO ORDER AT 9:00 AM

2. DISCUSSION ITEMS

a. Update from Lanier Parking on Management Strategies

Scott Diggs with Lanier Parking introduced his staff and said that they would be giving an update on the operations of their program.

Goals:

Improve signage and wayfinding

Improve golf cart parking experience and management

Council Member Garza asked them to come back in April to give an update.

Mr. Diggs said he would like to come back in January.

Mr. Parvin reviewed the current parking conditions.

b. Clarendon Avenue Multi-Use Path Update

Jerry Haire presented an update on the Clarendon Avenue Multi-Use Path Project.

ACTION: Motion to adopt Budget Ordinance 19-1120 amending the general fund budget creating a capital project ordinance for the Clarendon Avenue Multi-Use Path Project.

Motion: Steve Shuttleworth

Vote: UNANIMOUS

3. CLOSED SESSION

- a. Closed Session to Discuss an Attorney/Client Matter

ACTION: Motion to go into closed session to discuss an attorney/client and real estate matter in accordance to NCGS 143-318.11(a)(3) and (5).

Vote: UNANIMOUS

4. ADJOURNMENT

- a. Mayor Benson made a motion to go back into open session stating no action was taken. Motion carried unanimously.

Adopted at a regular meeting on September 10, 2019.

Submitted by Kimberlee Ward, Town Clerk

—

CAROLINA BEACH

Town Council Workshop Minutes
Tuesday, September 3, 2019 @ 2:00 PM
Council Chambers
1121 N. Lake Park Boulevard
Carolina Beach, NC 28428

ASSEMBLY

The Town of Carolina Beach Town Council Workshop was held on Tuesday, September 3, 2019 at 2:00 PM at Council Chambers.

PRESENT: Mayor Joe Benson, Mayor Pro Tem Tom Bridges, Council Member LeAnn Pierce, Council Member Steve Shuttleworth, and Council Member JoDan Garza

ABSENT:

ALSO PRESENT: Interim Town Manager Ed Parvin, Finance Director Debbie Hall, and Town Clerk Kim Ward

1. CALL MEETING TO ORDER AT 2:00 PM

2. HURRICANE DORIAN DISCUSSION

a. Hurricane Dorian Discussion

Ed Parvin reviewed the proposed Emergency Pay Policy.

Council said that they wanted staff who work storms to be financially taken care of. They have heard from most exempt staff that they do not need comp time because they have trouble finding time to use it. Council said to move forward with paying bonus pay at time and one-half for exempt employees during the storm event.

Mayor Benson made a motion to adopt the Emergency Pay Policy. Motion carried unanimously.

Council Member Shuttleworth made a motion to approve Budget Ordinance 19-1121 allocating \$100,000 for Hurricane Dorian. Motion carried unanimously.

Mayor Benson made a motion to adopt Proclamation 19-2209 Declaring a State of Emergency for Hurricane Dorian effective September 3, 2019 5:00 p.m. Motion carried unanimously.

3. ADJOURNMENT

a. Mayor Benson made a motion to adjourn. Motion carried unanimously.

Adopted at a regular meeting on 9/10/2019.

Recorded by Kimberlee Ward, Town Clerk



AGENDA ITEM

Meeting: Regular Town Council - 10 Sep 2019

Prepared By: Brenda Butler

Department: Planning

September-October Special Events

BACKGROUND: Brief special events for September and October

ATTACHMENTS: [TC Special Events](#)



SPECIAL EVENTS

SEPTEMBER - OCTOBER 2019

SEPTEMBER



CB MARKET
Saturdays 8:00 AM – 1:00 PM
LAST Saturday September 25th



SUPER BEACH SOCCER TOURNAMENT
Saturdays 14th 9:00 AM – 5:00 PM
&
Sunday 15th - 9:00 AM – 3:00 PM



Friday 20th – 6:00 pm – 10:00 pm
&
Saturdays 21st 8:00 AM – 5:00 PM



Sunday 22nd 7:00 AM – 10:00 AM



- COURTS ARE 15FT FROM DUNES
- EACH COURT IS 50FT BY 70FT
- TENT IS 10 X 10 FT



OCTOBER



Beach Bacon and Beer Festival
Saturday 12th 10:00 AM – 5:00 PM



Carolina Beach Latin Festival
Saturday 19th 11:00 AM – 9:00 PM

Surf Fishing
Friday 18th 9:00 AM
through
Sunday 20th 5:00 PM



QUESTIONS??

CONTACT:

BRENDA BUTLER
COMMUNITY ORGANIZATION OFFICER

910-458-8218
brenda.butler@carolinabeach.org



AGENDA ITEM

Meeting: Regular Town Council - 10 Sep 2019
Prepared By: Ed Parvin
Department: Executive

Manager's Update

BACKGROUND: Ed Parvin will give an update on the current and upcoming projects.



AGENDA ITEM

Meeting: Regular Town Council - 10 Sep 2019

Prepared By: Jeremy Hardison

Department: Planning

Text Amendment – Considering amending Article IX. - Development Standards For Particular Uses, Mixed use commercial-residential regulations to review the commercial sq. ft. requirement when located in a V-floodzone. Applicant: Jeff Stokley

BACKGROUND:

The applicant, Jeff Stokley applied for a text amendment to the minimum 50% of commercial space requirement for the first habitable floor in a mixed-use building. A mixed-use building contains residential and commercial uses in the same structure. Mixed-use buildings are allowed in commercial zoning districts. The idea is two have commercial space on the ground floor or first habitable space (for elevated buildings) with residential units above. The current ordinance was clarified in 2015 for how much commercial space had to be devoted to a mixed use building. The current ordinance requires 50% of the building footprint to be devoted to commercial space. The remaining portion of the building could be used for parking, storage, or entryway to the residential units above.

The proposed ordinance would reduce the 50% commercial requirement to 25% of the footprint would then have to be devoted to commercial space for just properties that are located in the V flood zone. There are two types of flood zones an AE and V zone. The AE is subject to raising water and commercial buildings have the option to flood proof. In the V-zone properties cannot be flood proofed and have to be elevated due to high velocity wave action. The current floodmaps went into effect in August 2018. The new maps reduced the number of V-zone properties. It completely removed the “boardwalk” properties, but some adjacent commercial oceanfront properties are still in the V-zone. There are 25 V-zone properties that are split between the V-zone and AE floodzone (see attached map). Because of the difficulties with providing commercial space on the ground floor due to V-zone regulations, the applicant is proposing to reduce the minimum sq. ft. of commercial space for these properties.

ACTION REQUESTED:

Recommend to adopt the amendment that it is in accordance with

provisions of north Carolina General Statute. It is consistent with goals and objectives of the adopted land use plan and other long range plans and in the public interest.

**COMMITTEE
RECOMMENDATION:**

Planning & Zoning Commission recommends approval of Article IX to allow for a reduction of the commercial space for V-zone properties to 25% for Mixed use buildings.

ATTACHMENTS:

[Application](#)
[Proposed Amendment](#)
[Staff Presentation](#)



Amendment Number: 19T-01

PETITION FOR A TEXT AMENDMENT

Petitions shall be submitted for review to the Department of Planning and Development located at 1121 N. Lake Park Blvd., Carolina Beach, NC 28428. Only complete petitions will be processed.

PETITIONER

Petitioner's Full Name: Stokley Development Phone #: (910)-616-2200
 Street Address: 5419 Marina Club Lane
 City: Wilmington State: NC Zip: 28409
 Email: JEFF@JEFFSTOKLEY.COM

REQUESTED TEXT AMENDMENT

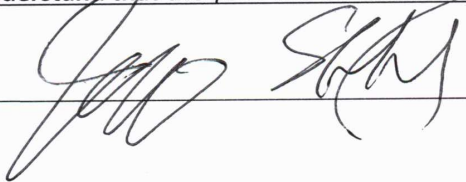
Town Code Section(s) Requested to be Amended:

Please provide a general proposal for the amendment to the Town Code Section(s) stated above which you believe will result in improved regulations for all the residents of the Town of Carolina Beach

See Attachment A -

This petition will be scheduled for the next possible meetings with the following boards: (1) Technical Review Committee, (2) Planning and Zoning Commission and (3) Town Council. The petitioner or a representative should be present at all meetings to answer any questions. Contact the Department of Planning and Development for a schedule of meeting times and submittal deadlines. All meetings are held at the Municipal Administration Building, 1121 N. Lake Park Boulevard, Carolina Beach, NC 28428. Petitioners will be informed of any changes in date, time, or location of meetings.

I understand that the \$350 fee for review is nonrefundable.

Signature of Petitioner:  Date: 7/1/19



ARTICLE IX. - DEVELOPMENT STANDARDS FOR PARTICULAR USES

Sec. 40-261. - Development standards for particular uses.

(s) *Mixed use commercial-residential.* The purpose of the mixed use commercial-residential development is to accommodate mixed use buildings that preserve and limit the ground floor or first habitable floor to commercial uses with either commercial and/or residential uses allowed above. Development is encouraged that exhibits physical design characteristics that include storefronts oriented to pedestrian movement with a decreased reliance on vehicles.

(1) The first habitable floor shall be limited to:

- a. A commercial building and use.
- b. [In a VE flood zone the commercial use shall occupy at least 25 percent of the building footprint.](#)
- c. [In AE or X zones the](#) commercial use shall occupy at least 50 percent of the building footprint.

(2) Mixed use commercial-residential developments located in the CBD shall have the building's front facade and at least one ingress/egress located adjacent to a public right-of-way.



Ordinance Amendment:

Text Amendment – Considering amending Article IX. - Development Standards For Particular Uses, Mixed use commercial-residential regulations to review the commercial sq. ft. requirement when located in a V-floodzone. Applicant: Jeff Stokley

Current Ordinance

- (s) *Mixed use commercial-residential*. The purpose of the mixed use commercial-residential development is to accommodate mixed use buildings that **preserve** and limit the **ground floor or first habitable floor to commercial uses with either commercial and/or residential uses allowed above**. Development is encouraged that exhibits physical design characteristics that include storefronts oriented to pedestrian movement with a decreased reliance on vehicles.
- (1) The first habitable floor shall be limited to:
 - a. A commercial building and use.
 - b. **Commercial use shall occupy at least 50 percent of the building footprint.**
 - (2) Mixed use commercial-residential developments located in the CBD shall have the building's front facade and at least one ingress/egress located adjacent to a public right-of-way.
 - (3) A conditional use permit shall be required if the mixed use commercial-residential development meets any of the following:
 - a. Mixed use buildings that are cumulatively more than 25,000 square feet of gross floor area.
 - b. Building height that exceeds 50 feet.



Proposed Ordinance

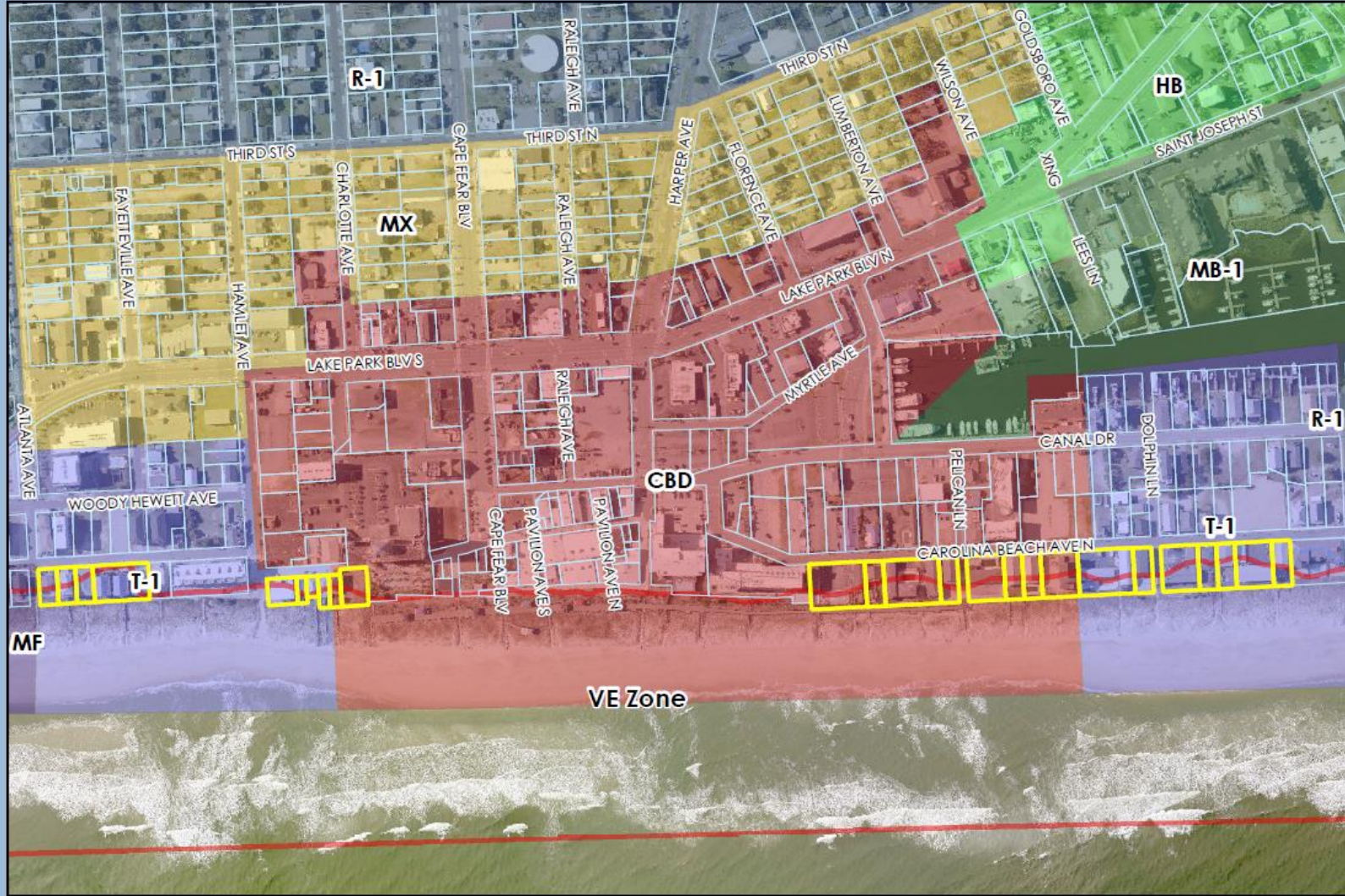
ARTICLE IX. - DEVELOPMENT STANDARDS FOR PARTICULAR USES

Sec. 40-261. - Development standards for particular uses.

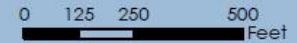
(s) *Mixed use commercial-residential.* The purpose of the mixed use commercial-residential development is to accommodate mixed use buildings that preserve and limit the ground floor or first habitable floor to commercial uses with either commercial and/or residential uses allowed above. Development is encouraged that exhibits physical design characteristics that include storefronts oriented to pedestrian movement with a decreased reliance on vehicles.

(1) The first habitable floor shall be limited to:

- a. A commercial building and use.
- b. In a VE flood zone the commercial use shall occupy at least 25 percent of the building footprint.
- c. In AE or X flood zones the commercial use shall occupy at least 50 percent of the building footprint.



VE Zone Commercial Properties



Action

Approval - whereas in accordance with the provisions of the NCGS, 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 or

A statement approving the proposed amendment and declaring that this also amends the plan, along with an explanation of the change in conditions to meet the development needs of the community that were taken into account in the zoning amendment.

Denial - based on inconsistencies with the goals and objectives of the adopted Land Use Plan and/or other long range planning documents.

Planning & Zoning Commission

Approval - whereas in accordance with the provisions of the NCGS, 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



AGENDA ITEM

Meeting: Regular Town Council - 10 Sep 2019

Prepared By: Jeremy Hardison

Department: Planning

Conditional Use Permit Modification for a roof top bar expansion - Hurricane Alleys - 5 Boardwalk Applicant: JLM PARTNERSHIP LLC

BACKGROUND:

The applicant, David Cole, is requesting a Conditional Use Permit (CUP) to modify an existing CUP from 2014 for Hurricane Alleys to construct/expand a rooftop bar and deck. The building is 1,700 sq. ft. and has a 500 sq. ft. elevated deck with an outside patio area below. The establishment will operate in the same manner and continue to serve food. The hours of operation are not proposed to change and will be from 11:00am – 2:00am.

Zoning

Hurricane Alleys was approved as an eating establishment in February 2012 and in 2014 applied for a Conditional Use Permit for a bar. The reasoning was that a percentage of food to alcohol sales as to meet for the ABC Commission to classify an establishment as a restaurant vs a bar. The applicant would like to modify his CUP to renovate the rooftop portion of his establishment to provide more seating/space and place an additional bar.

The property is located in the Central Business District (CBD). Bars are allowed by conditional use permits in the CBD. A trash collection area will be provided in a container in the Central Business District. The structure is located in the VE-16 flood zone and is in a CAMA AEC. There are no changes proposed in the footprint of the existing building. There are no distance requirements between bars in the CBD.

Specific standards. No conditional use shall be granted by town council unless the following provisions and arrangements, where applicable, have been made to the satisfaction of the council:

- (1) Ingress and egress to property and proposed structures thereon with particular reference to automotive and pedestrian safety and convenience, traffic flow and control, and access in case of fire or catastrophe;

- There is only pedestrian access to the property. When the town approved the deck and patio area in March 2012 the applicant agreed to dedicate a 5' access easement to the town (in front of deck). The easement has not been executed at this time and the town request this to be completed as a condition of the approval (Appendix 4).

- Tables will need to be situated as to not block the ingress and egress. Because of the outside patio a barrier between the outside patio and the sidewalk with proper signage approved by the police department stating no alcohol beyond this point.

(2) Off-street parking and loading areas where required, with particular attention to the items in (1) above and the economic, noise, glare, or odor effects of the conditional use on adjoining properties and properties generally in the district;
 - 7.1 (c) Waiver of Parking Requirements in Central Business District. States "Where properties are located within the CBD, parking requirements may be waived if public parking spaces adequate to meet the requirement are located within 500 feet of the use." Due to the size of the parcel and existing building, it would be impossible for the applicant to provide parking on site. The boardwalk area has public parking in the vicinity of the proposed bar.

(3) Refuse and service area, with particular reference to the items in (1) and (2) above;
 - Refuse collection agency is handled collectively by the boardwalk area businesses. The owner will be required to continue to participate in this program.

(4) Utilities, with reference to locations, availability, and compatibility;
 - The impact on utilities and the environment will be the same; therefore, no upgrades in utilities are required.

(5) Screening and buffering with reference to type, dimensions, and character;
 There is no existing landscaping on the sides of the property abutting the adjacent commercial uses. The use is going into an existing commercial unit and the landscaping requirements only applies to new development or expansions.

(6) Signs, if any, and proposed exterior lighting with reference to glare, traffic safety, economic effect, and compatibility and harmony with properties in the district;
 - A sign permit must be obtained for any new signs located on the property.

(7) Required yards and other open space and preservation of existing trees and other attractive natural features of the land.
 - The structure was built in 1953 and covered the entire lot. There are no existing trees on the parcel and no changes proposed in the footprint of the existing building.

General conditions. The town council, in granting the permit, must also find that all four (4) of the following conditions exist;

(1) That the use will not materially endanger the public health or safety if located where proposed and developed according to the plan as submitted and approved by the issuance of the C.U.P.;

- The Alcohol will be regulated by the ABC commission. ABC's regulations are designed to ensure health and safety issues are addressed. Inspections are ongoing by the agency after the site opens.

(2) That the use meets all required conditions and specifications;

- Town staff has reviewed the proposal to ensure it meets all code requirements.

(3) That the use will not substantially injure the value of adjoining or abutting property, or that the use is a public necessity; and

- The use as been open since 2012 and the town has not received any complaints from the adjoining or abutting properties.

(4) That the location and character of the use if developed according to the plan as submitted and approved will be in harmony with the area in which it is to be located and in general conformity with the town land use plan and policies.

- Located in the Commercial 2 Land Classification Area as described in the 2007 Land Use Plan, this area's predominant uses will be for tourist and family-oriented retail and services, with other considerably less vehicle-dependent commercial businesses such as offices, commercial lodgings, restaurants, and entertainment. It is therefore staff's opinion that this use is in general conformity with the 2007 LUP.

ACTION REQUESTED:

Recommend approval of the Conditional Use Permit modification – For the addition/expansion of the rooftop deck to include additional seating and a bar at Hurricane Alleys and it meets the specific standards and general conditions. That the location and character of the use if developed according to the plan as submitted and approved will be in harmony with the area in which it is to be

located and in general conformity with the town Land Use Plan and policies.

The project is located in the Commercial 2 district area of the Land Use Plan. The proposed project is consistent with the 2007 Land Use Plan. The desired Future Land Use of the Commercial 2 area includes tourist and family-oriented retail and services, with other considerably less vehicle-dependent commercial businesses such as offices, commercial lodgings, restaurants, and entertainment.

**COMMITTEE
RECOMMENDATION:**

P&Z recommended approval approval of the CUP modification and did not require any easements.

ATTACHMENTS:

[CUP 19-C04 Hurricane Alley Application](#)
[Plans 1](#)
[plans 2](#)
[Grant Order Hurricane Alleys Bar](#)
[Hurricane Alleys](#)



Conditional Use Permit TOWN OF CAROLINA BEACH, N.C.

Permit Number: 19-C04

Each application must be printed or typewritten and have all information answered. **It is required that the applicant set up a meeting with Planning Staff prior to the submission deadline to ensure the application is complete.** The Town of Carolina Beach requires a licensed attorney to appear in a representative capacity to advocate the legal position of another firm, or corporate entity that is the applicant/owner of record.

The Planning Department, Planning and Zoning Commission and/or Town Council reserves the right to require additional information if needed to assure that the use in its proposed location will meet the be developed in accordance with the Code of Ordinances of the Town of Carolina Beach.

Major and minor projects; application fees. The owner or owners, or their duly authorized agent, of the property included in the application for a conditional use permit shall submit a complete application and supplemental information to the Zoning Administrator. A fee in accordance with the Town's adopted schedule of fees, payable to the Town of Carolina Beach, must accompany each application. For the purposes of determining the fee, the Zoning Administrator shall categorize each such Conditional Use Permit Application as either "major" or "minor", depending upon the complexity of review. Generally, Planned Residential (over 3 units), Mixed Uses, Business Developments, and similarly complex projects shall be categorized as "major", while projects such as bed and breakfast inns, small day care services, etc. shall be categorized as "minor".

Major Conditional Use Permit = \$ 800.00
Minor Conditional Use Permit = \$ 350.00

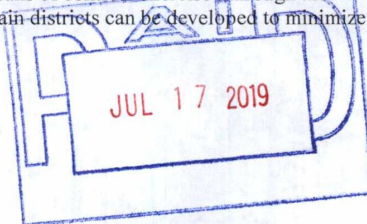
Fees are nonrefundable after item has been sent for advertisement

This permit will be scheduled for the next possible Technical Review Committee.

2019 Submission Deadlines & Meeting Dates					
Technical Review Committee		Planning & Zoning Commission		Town Council	
Submission	Meeting	Submission	Meeting	Submission	Meeting
Jan 7	Jan 22	Dec 27	Jan 10	Dec 27	Jan 8
Feb 4	Feb 18	Jan 31	Feb 14	Jan 30	Feb 12
Mar 4	Mar 18	Feb 28	Mar 14	Feb 27	Mar 12
Apr 1	Apr 15	Mar 28	Apr 11	Mar 27	Apr 9
May 6	May 20	Apr 25	May 9	May 1	May 14
June 3	June 17	May 30	June 13	May 29	June 11
1-1 July 1	July 15	June 27	July 11	June 26	July 9
2-1 Aug 5	Aug 19	1-1 July 25	Aug 8	1-3 July 31	Aug 13
Sept 2	Sept 16	1-1 Aug 29	Sept 12	1-3 Aug 28	Sept 10
Oct 7	Oct 21	Sept 26	Oct 10	2-3 Sept 25	Oct 8
Nov 4	Nov 18	Oct 31	Nov 14	Oct 30	Nov 12
Dec 2	Dec 16	Nov 28	Dec 12	Nov 20	Dec 10
Jan 6	Jan 20	Dec 19	Jan 9	Dec 31	Jan 14
Board	# Copies Full Size	# Copies Electronic	Recipients		
TRC	9	1	1 Manager, 3 Planning, 1 Fire, 1 Police, 2 Operations, 1 Admin		
P&Z	9	1	7 P&Z, 1 Manager, 2 Planning, 1 Secretary, 1 Island Gazette		
Town Council	9	1	5 Town Council, 1 Manager, 1 Planning, 1 Clerk, 1 Island Gazette		

PURPOSE

Conditional use permits add flexibility to the zoning regulations. Subject to high standards of planning and design, certain property uses may be allowed in certain districts where these uses would not otherwise be acceptable. By means of controls exercised through the conditional use permit procedures, property uses which would otherwise be undesirable in certain districts can be developed to minimize any adverse effects they might have on surrounding properties.



July 15 2pm

Please complete all sections of the application.

A. Property Information

Address(es): 5 BOARDWALK
PIN(s): _____
Project Name Hurricane Alleys Renovation
Size of lot(s): _____

B. Application for Conditional Use Permit

Application is hereby made for a Conditional Use Permit for use of the property described above as a (please provide a brief description of the use):
To expand the building so it can take
advantage of the best views in this town.

C. Applicant Contact Information

Hurricane Alleys
Company/corporate Name (if applicable): _____
David Cole
Applicant's Name _____
205 Greenville Ave
Mailing Address _____
CB NC 28428
City, State, and Zip Code _____
(910) 471-1040
Telephone _____
CoastClean Lhc @ yahoo.com
Email _____

D. Owner Contact Information (if different)

David Cole
Owner's Name _____

Mailing Address _____

City, State, and Zip Code _____

Telephone _____

Email _____

General conditions. Council, when granting a conditional use permit, shall find that all four of the following factors found in Chapter 40 Article XI exist. In the spaces provided below, indicate the facts and arguments that prove you meet the following conditions:

- 1. Indicate how the proposed CUP will not adversely affect health or safety if located where proposed and developed according to the plan submitted:

I plan on Meeting All Local, State, And Fed. Regulations. I am only extending the length of the deck.

- 2. Indicate if the proposed Conditional Use Permit meets all required conditions and specifications or if any waivers are requested:

Yes, it Meets All required Conditions

- 3. Indicate how the proposed Conditional Use Permit will not substantially injure the value of adjoining or abutting property, or that the use is a public necessity:

My Addition should increase Values of Adjoining Property.

- 4. Indicate that the location and use of the proposed Conditional Use Permit, if developed according to the plan as submitted, will be in harmony with the area in which it is to be located and in general conformity with the Town of Carolina Beach's Land Use Plan and policies.:

It will give visitors the opportunity to enjoy the views of the Atlantic Ocean. It gives opportunity for more locals and visitors to view the fireworks.

Specific standards. No conditional use shall be granted by Town Council unless the following provisions and arrangements where applicable, have been made to the satisfaction of the council.

1. Indicate how the Ingress and egress to the property and proposed structures in reference to automotive and pedestrian safety and convenience, traffic flow and control, and access in case of fire or catastrophe:

LOCATED ON SIDEWALK
NO PARKING

2. Indicate how the off-street parking and loading areas met, and how the economic, noise, glare, or odor of the propose use will affect the adjoining properties.

NO PARKING

3. Indicate how the refuse and service area, will be handled.

ALL TRASH ARE DISCARDED IN TOWNS DUMPSTERS
ALL GLASS ARE PLACED IN RECYCLE BINS

4. Indicate how adequate and proper utilities, with reference to locations, availability, and compatibility are to be provided or how the item listed are not applicable to the proposed CUP.

NONE

5. Indicate how screening and buffering with reference to type, dimensions, and character will be provided or why it is not provided for;

NA

6. Indicate how signs, if any, and the proposed exterior lighting with reference to glare, traffic safety, economic effect, and compatibility and harmony with properties in the district;

NO GLARE FROM LIGHTING

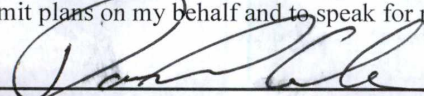
7. Indicate the required yards and other open space and preservation of existing trees and other attractive natural features of the land.

NA

SUPPLEMENTAL INFORMATION REQUIRED WITH THE APPLICATION

1. Detailed project narrative describing the proposed site and request.
2. Agent form if the applicant is not the property owner
3. Request for site specific development plan shall be submitted in accordance with Chapter 40 Article

OWNER'S SIGNATURE: In filing this application for a conditional use permit I/we as the property owner(s), hereby certify that all of the information presented in this application is accurate to the best of my knowledge, information and belief. I hereby designate Ned M. Barner To act on my behalf regarding this application, to receive and respond to administrative comments, to resubmit plans on my behalf and to speak for me in any public meeting regarding this application.



Signature

6/11/19
Date

Check the box beside each item verifying that the item has been submitted with this application

I. Site Plan Criteria

For new construction all boxes in this section shall be marked yes by the applicant to be considered a complete application.

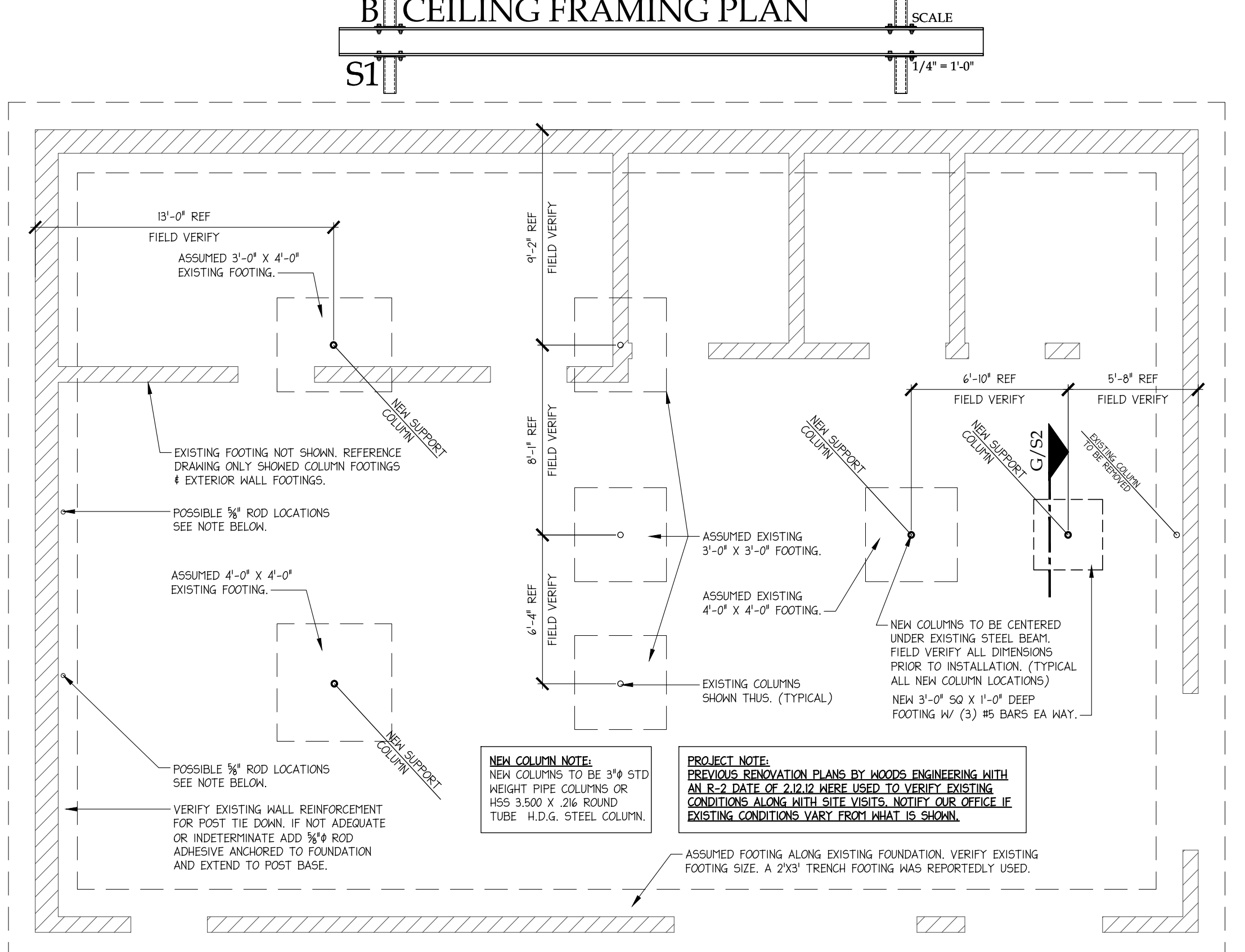
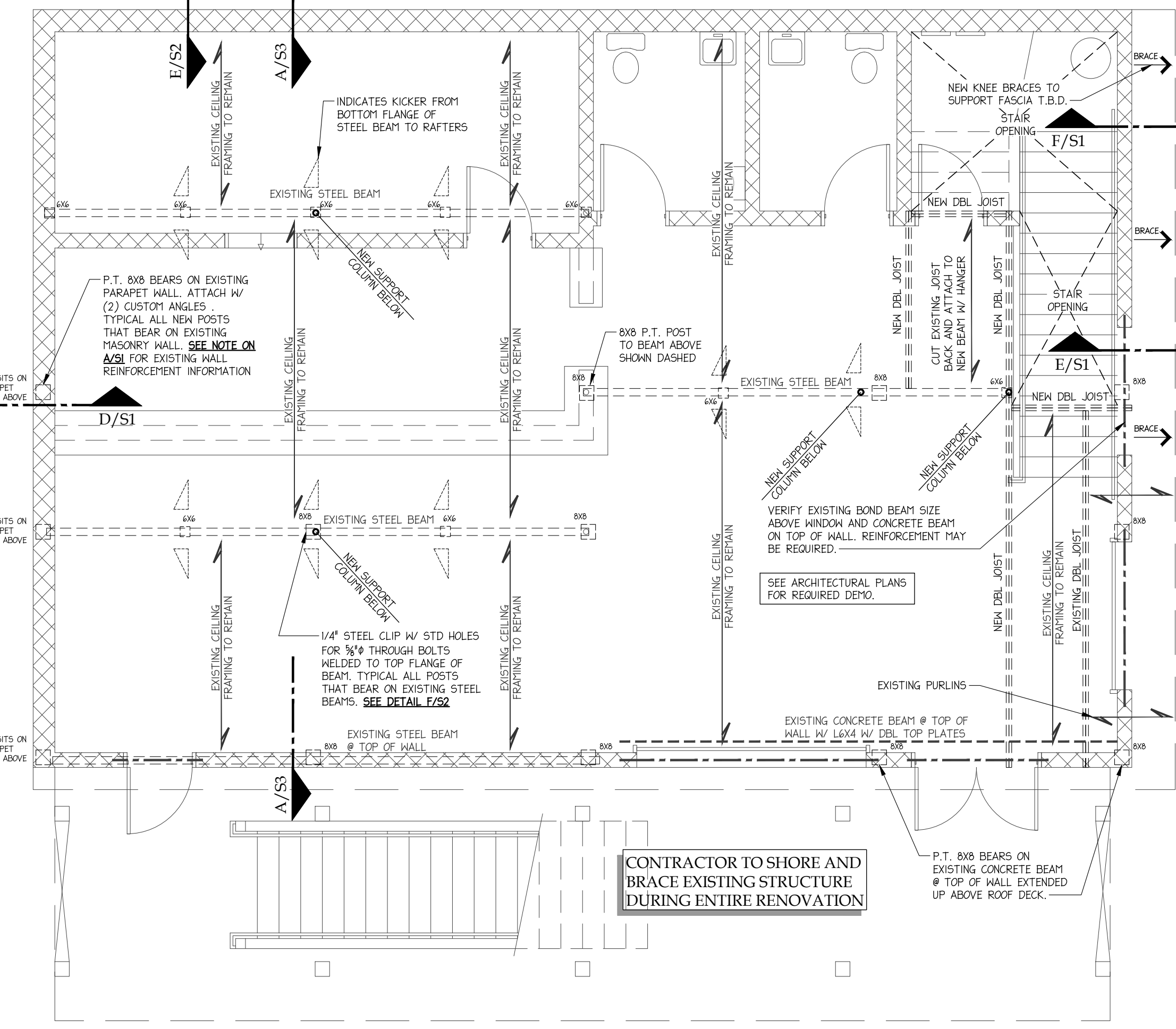
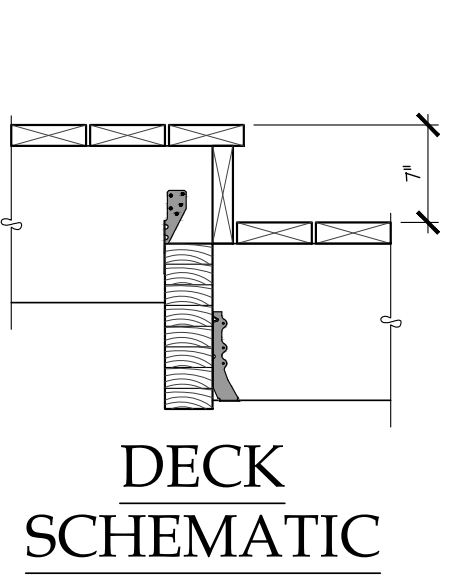
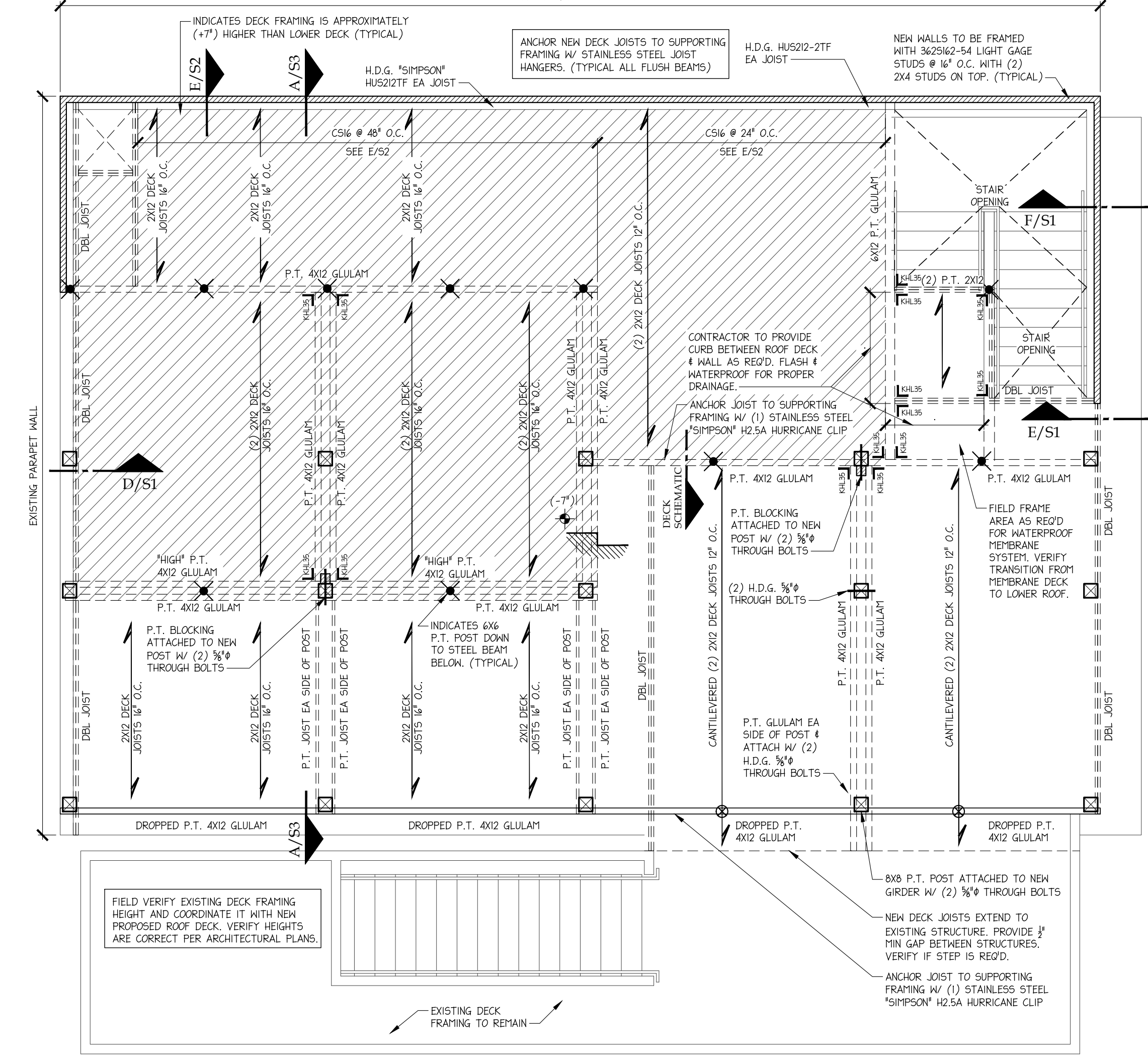
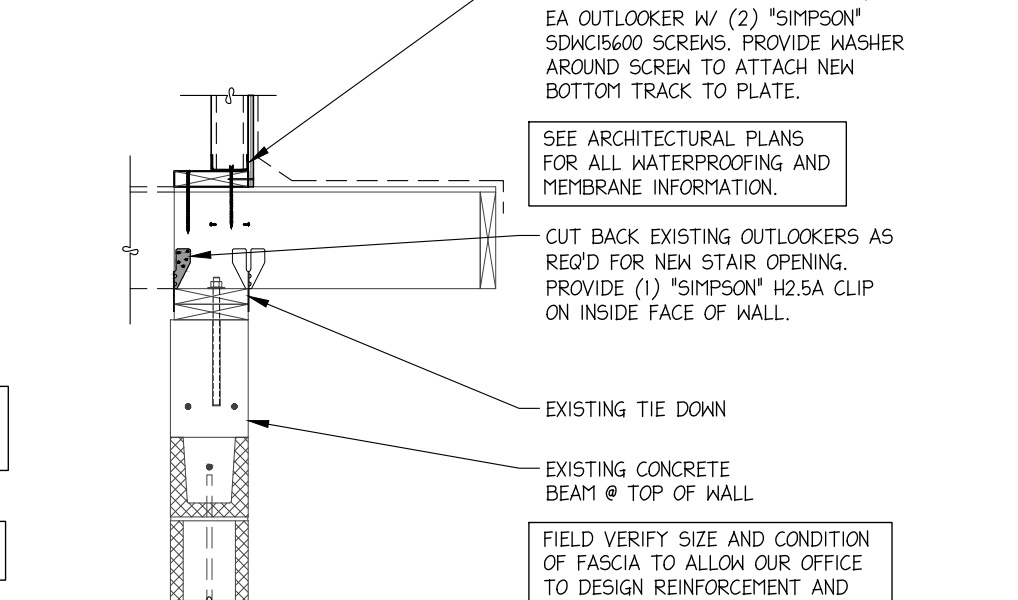
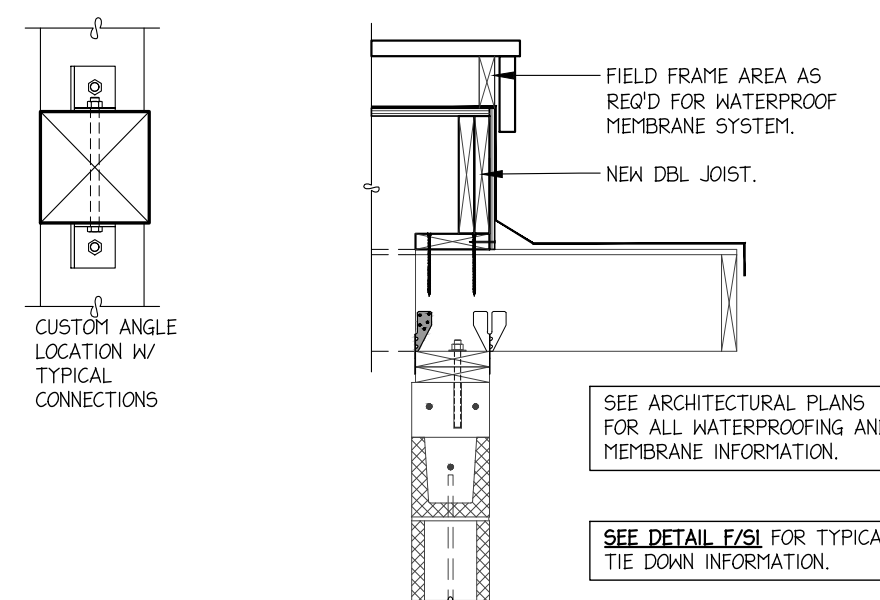
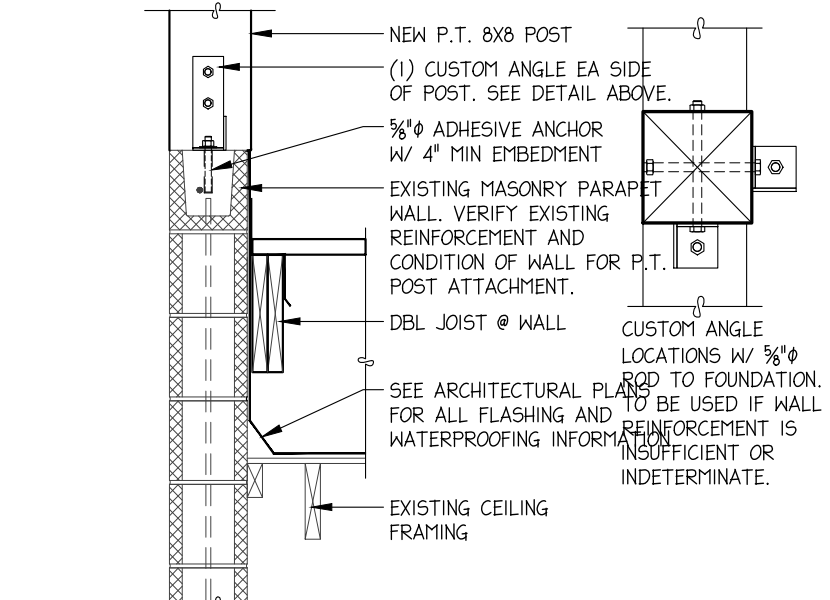
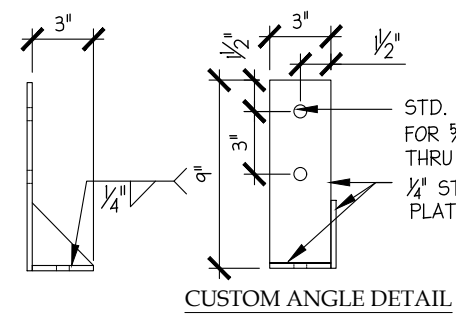
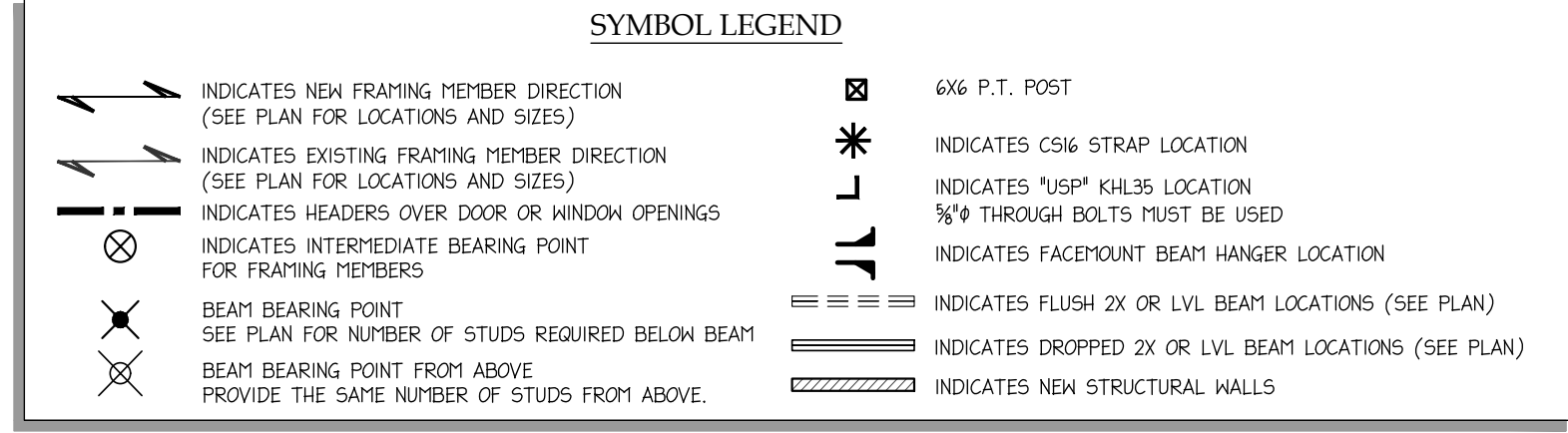
- | <u>Yes</u> | <u>No</u> | <u>N/A</u> | |
|-------------------------------------|--------------------------|-------------------------------------|--|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | The name, address, and phone number of the professional(s) responsible for preparing the plan if different than the applicant. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Engineers scale 1 inch = 40 ft or larger |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Title block or brief description of project including all proposed uses |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Date |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | North arrow |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Property and zoning boundaries |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | The square footage of the site |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Lot coverage (buildings, decks, steps) |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Location of all existing and proposed structures and the setbacks from property lines of all affected structures to remain on-site |
| <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Design of driveways and parking |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Adjacent right-of-ways labeled with the street name and right of way width |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Location of all existing and/or proposed easements |

Additional information or data as determined necessary by town staff and/or other reviewing agencies including but not limited to the following may be required:

- | <u>Yes</u> | <u>No</u> | <u>N/A</u> | |
|-------------------------------------|-------------------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Location and design of refuse facilities |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Approximate locations and sizes of all existing and proposed utilities |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Existing and/or proposed fire hydrants (showing distances) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Adjacent properties with owners' information and approximate location of structures |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Distances between all buildings |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Number of stories and height of all structures |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Locations of all entrances and exits to all structures |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Calculate the gross floor area with each room labeled (i.e. kitchen, bedroom, bathroom) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Exterior lighting locations with area of illumination illustrated as well as the type of fixtures and shielding to be use |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Location of flood zones and finished floor elevations |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | CAMA Areas of Environmental Concern (AEC) and CAMA setbacks |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Delineation of natural features and wetlands with existing and proposed topography with a maximum of two foot contour intervals |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Proposed landscaping including percentages of open space |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Stormwater management systems |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Cross-sectional details of all streets, roads, ditches, and parking lot improvements |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Building construction and occupancy type(s) per the building code |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Location of fire department connection(s) for standpipes |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Turning radii, turnarounds, access grades, height of overhead obstructions |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Dimensions and locations of all signs |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | A vicinity map drawn with north indicated |

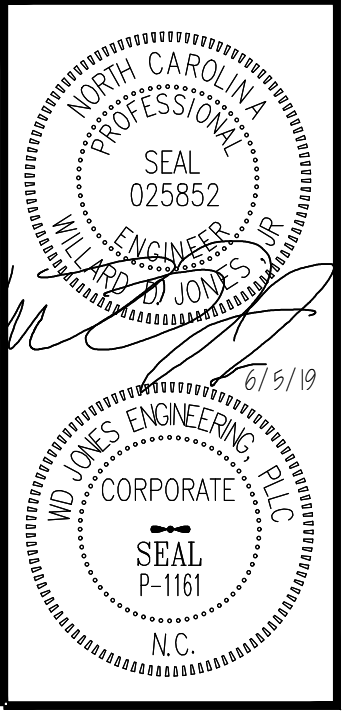
- I have provided a scaled electronic version of each required drawing
- I have folded all plans to 8 1/2" x 11" size and am prepared to pay the application fee today

GENERAL NOTE:
 ENGINEER RESPONSIBLE FOR ALL STRUCTURAL COMPONENTS ON THIS DRAWING. ALL DIMENSIONS AND DETAILS MAY NOT BE SHOWN AND ARE THE RESPONSIBILITY OF THE CONTRACTOR. CONTRACTOR IS TO VERIFY WITH ENGINEER ANY ADDITIONAL DETAILS REQUIRED FOR CONSTRUCTION. PLEASE CONTACT OUR OFFICE IF ANY DISCREPANCIES ARE FOUND.



NO.	REVISION DATE	INT.

Hurricane Alley's
 5 Boardwalk
 Carolina Beach, NC
 PROJECT DESCRIPTION: RENOVATION
 DRAWN BY: J.L.T. DATE: 06-5-2019
 PROJECT NO: 18317
 REVISION BY: W.D.J.



WD JONES ENGINEERING, PLLC
 EMAIL: OFFICE@WDJONESENGINEERING.COM
 PHONE: 910-523-5381
 100 B OLD EASTWOOD ROAD, UNIT 24
 WILMINGTON, N.C. 28403

S1 **3**

GROSS ROOF COMPONENT UPLIFT PRESSURES (ROOF PITCH)¹

AREA ^{2, 4}	ZONE 1 ⁴	ZONE 2 ⁴	ZONE 3 ⁴
10 sq. ft.	21.52 / -84.29 PSF	21.52 / -84.29 PSF	21.52 / -133.60 PSF
20 sq. ft.	20.17 / -82.94 PSF	20.17 / -82.94 PSF	20.17 / -106.61 PSF
50 sq. ft.	18.34 / -81.15 PSF	18.34 / -81.15 PSF	18.34 / -70.93 PSF
100 sq. ft.	17.04 / -79.80 PSF	17.04 / -79.80 PSF	17.04 / -43.94 PSF

ROOF PRESSURE NOTES:

- ROOF PRESSURES MAY BE USED IN DESIGN OF CONNECTIONS, DECKING, BAR JOISTS, AND FINISH MATERIAL.
- AREA TO BE DETERMINED BY (SPAN)² DIVIDED BY 3 OR ACTUAL TRIBUTARY AREA, WHICHEVER IS GREATER.
- ROOF PRESSURES SHOULD BE USED TO DETERMINE REQUIRED DESIGN PRESSURES FOR STUDS & SKYLIGHTS AS WELL AS IN THE DESIGN OF FINISH MATERIAL AND ATTACHMENTS.
- INTERPOLATION OF VALUES IS PERMITTED.
- FOR OVERHANG ADD APPROPRIATE WALL PRESSURE TO THE UNDERSIDE OF THE OVERHANG.
- DESIGN PRESSURES SHOWN IN TABLE ARE STRENGTH DESIGN WIND PRESSURES. ALLOWABLE STRESS DESIGN WIND PRESSURES MAY BE CALCULATED BY MULTIPLYING TABLE PRESSURES BY 0.6.
- DEFLECTIONS MAY BE CALCULATED BASED ON 42% OF THESE LOADS OR (0.7 X ALLOWABLE STRESS DESIGN PRESSURES)

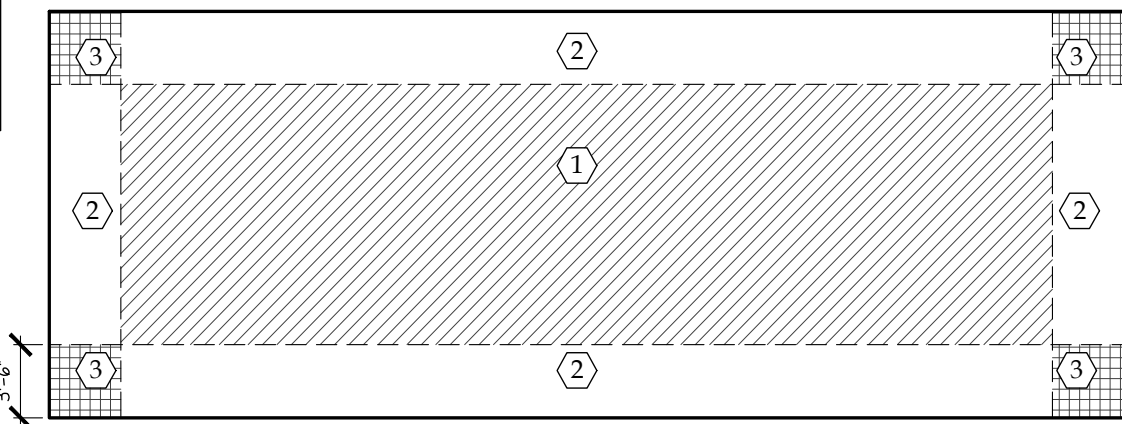
GENERAL NOTE:

ENGINEER RESPONSIBLE FOR ALL STRUCTURAL COMPONENTS ON THIS DRAWING. ALL DIMENSIONS AND DETAILS MAY NOT BE SHOWN AND ARE THE RESPONSIBILITY OF THE CONTRACTOR. CONTRACTOR IS TO VERIFY WITH ENGINEER ANY ADDITIONAL DETAILS REQUIRED FOR CONSTRUCTION. PLEASE CONTACT OUR OFFICE IF ANY DISCREPANCIES ARE FOUND.

ZONE	ROOF SHEATHING NAILING PATTERN W/ RAFTERS
1	ATTACH ROOF SHEATHING PANELS TO ROOF FRAMING W/ 8d NAILS AT 6" O.C. ALONG PANEL EDGES AND 12" O.C. AT INTERMEDIATE ROOF FRAMING (NO BLOCKING REQUIRED) - SEE NOTE 2
2	ATTACH ROOF SHEATHING PANELS TO ROOF FRAMING W/ 8d NAILS AT 4" O.C. ALONG PANEL EDGES AND 8" O.C. AT INTERMEDIATE ROOF FRAMING (PROVIDE BLOCKING AT PANEL EDGES WITHIN 4'-0" OF GABLE END WALLS & ATTACH ROOF SHEATHING TO BLOCKING W/ 8d NAILS AT 3" O.C.)
3	ATTACH ROOF SHEATHING PANELS TO ROOF FRAMING W/ 8d NAILS AT 4" O.C. ALONG PANEL EDGES AND 4" O.C. AT INTERMEDIATE ROOF FRAMING (PROVIDE BLOCKING AT PANEL EDGES WITHIN 4'-0" OF GABLE END WALLS & ATTACH ROOF SHEATHING TO BLOCKING W/ 8d NAILS AT 4" O.C.)

ROOF DIAPHRAGM NOTES:

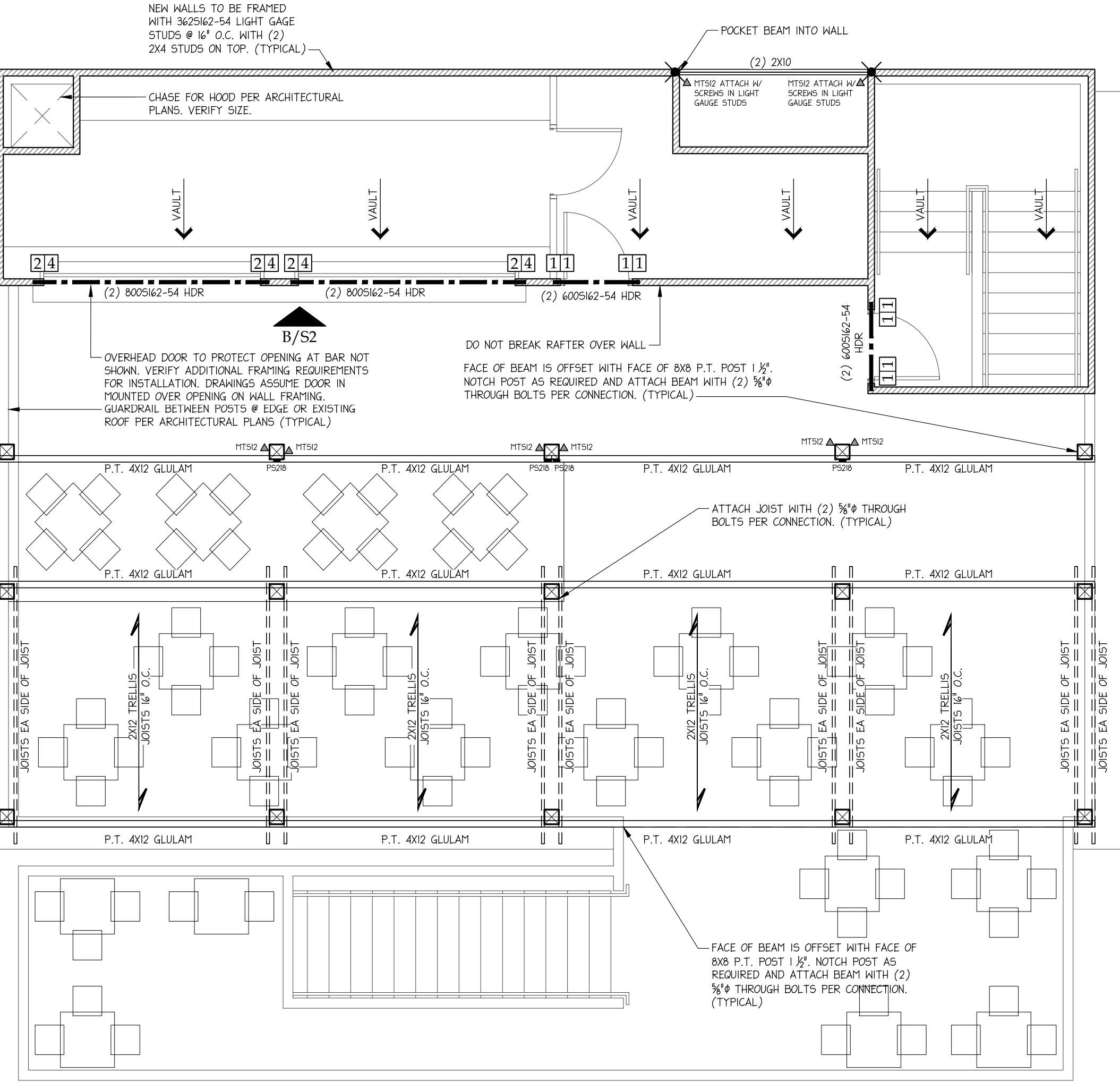
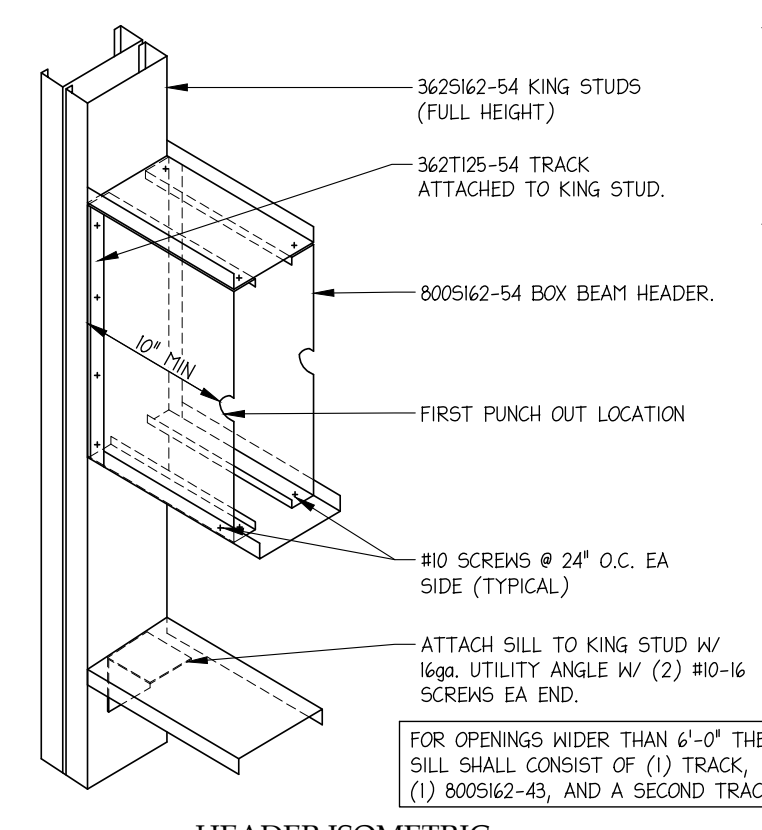
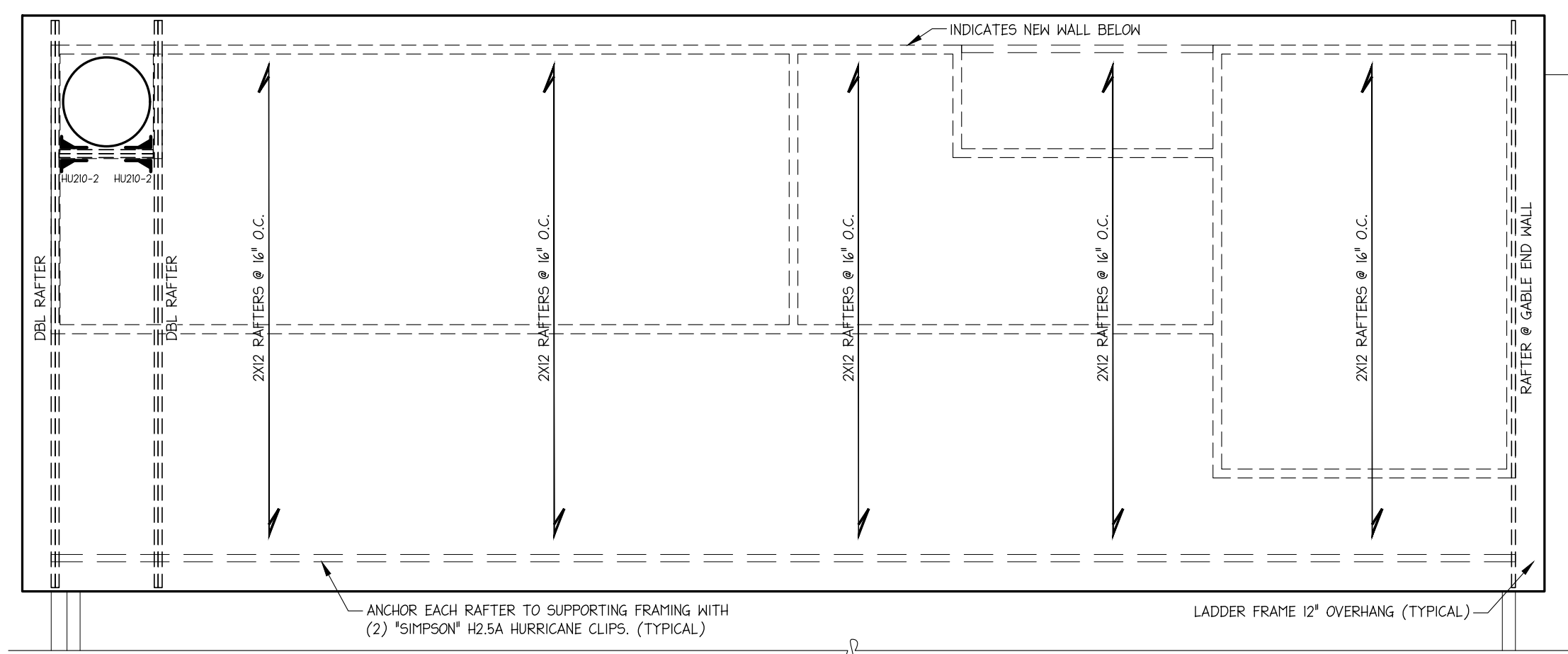
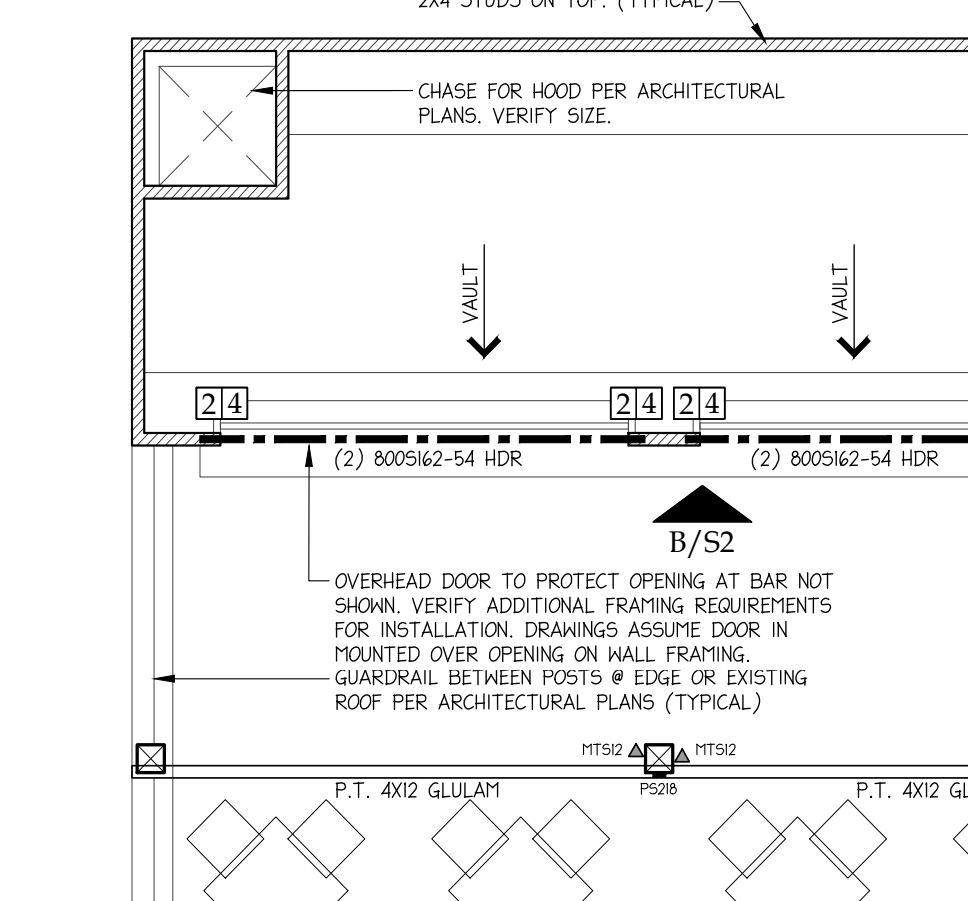
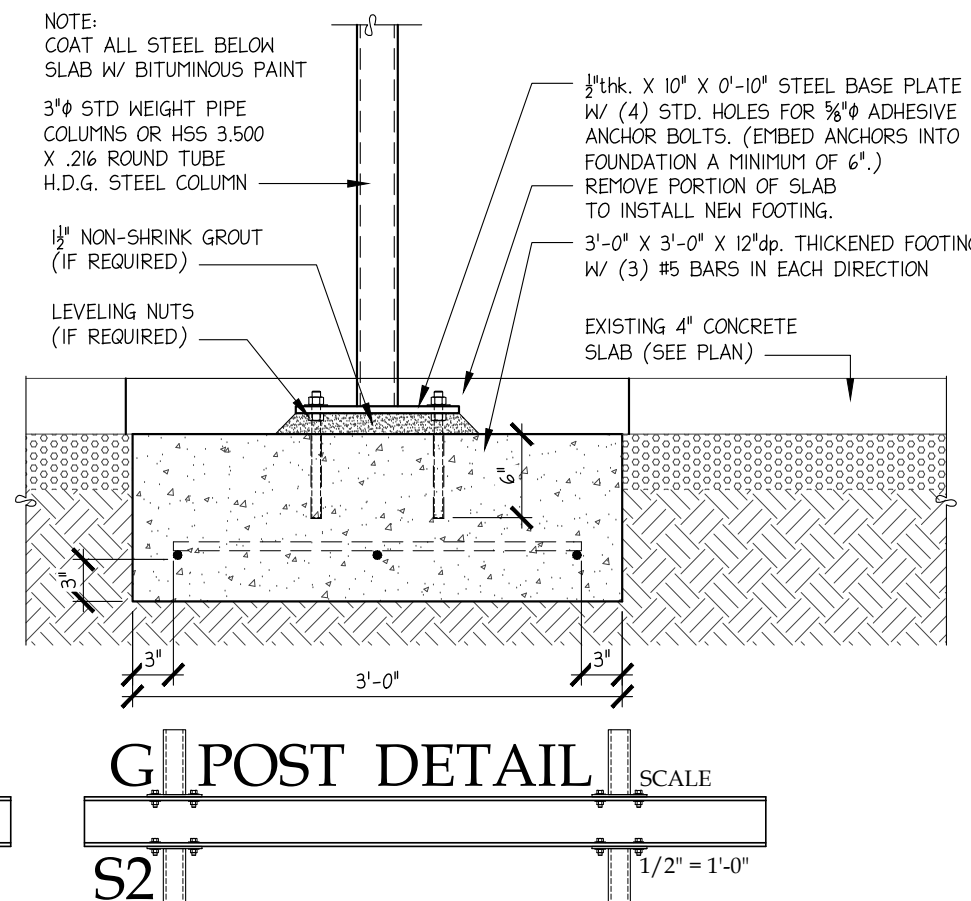
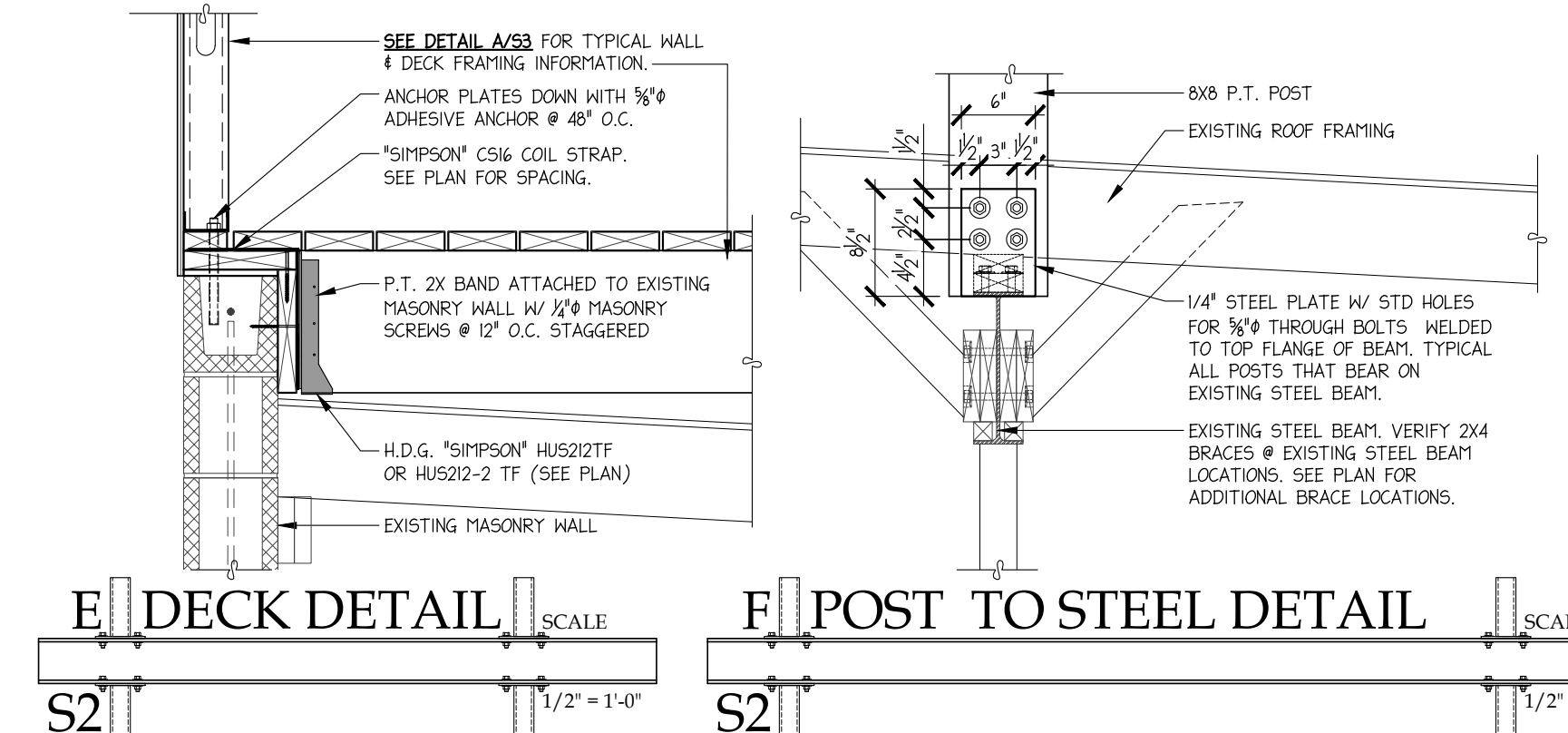
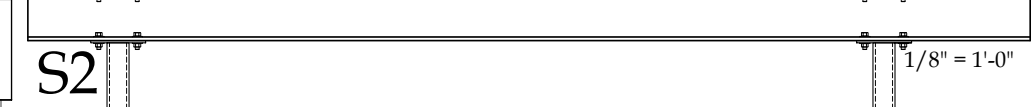
- FOR ALL ROOF SHEATHING CONNECTIONS, WHERE NAILS ARE SPECIFIED, USE DEFORMED OR SCREEN SHANK NAILS.
- 12" O.C. SPACING MAY NOT BE ADEQUATE FOR SOME PANELS, DECREASE SPACING AS REQUIRED TO SECURE HARDED PANELS OR ENSURE ALIGNMENT.
- PLYWOOD SHEATHING TO BE PRESSURE TREATED IF EXPOSED TO WEATHER.
- ALL PANELS ADJACENT TO WALLS & RIDGES MUST BE AT LEAST 24" WIDE.
- ALL PANELS @ EDGES OF ROOF OVERHANGS, VALLEYS, AND HIPS MUST BE AT LEAST 2'-8" LONG (ON AVERAGE) WHENEVER POSSIBLE.
- WHEN RIDGE VENTS ARE USED, PROVIDE BLOCKING AS REQUIRED AT PANEL EDGES UNDER VENT.



JACK & KING STUD LEGEND

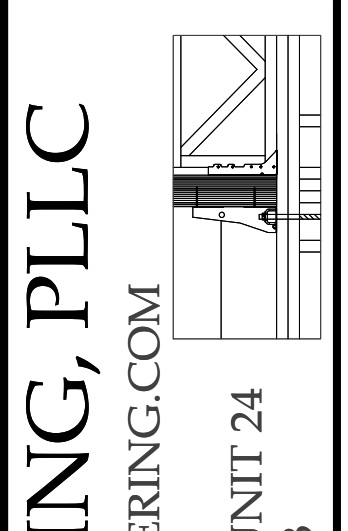
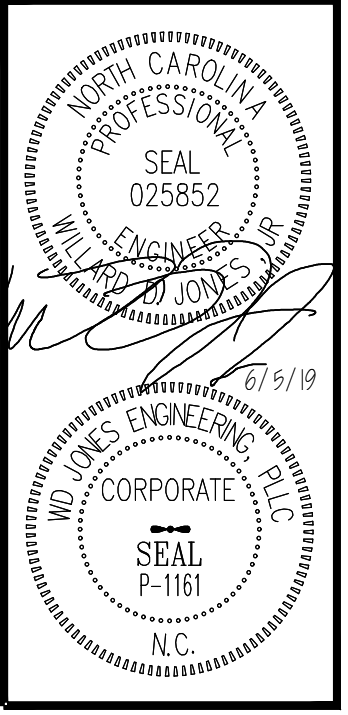
STANDARD HEADER OPENING
 NUMBER INSIDE BOX INDICATES # OF JACK STUDS REQ'D. NUMBER INSIDE BOX INDICATES # OF KING STUDS REQ'D.

ROOF DIAPHRAM PLAN



NO.	REVISION/DATE	INT.

Hurricane Alley's
 5 Boardwalk
 Carolina Beach, NC
 PROJECT DESCRIPTION: RENOVATION
 DRAWN BY: J.L.T. DATE: 06-5-2019
 PROJECT NO: 18317
 REVISION BY: W.D.J.



WD JONES ENGINEERING, PLLC
 EMAIL: OFFICE@WDJONESENGINEERING.COM
 PHONE: 910-523-5381
 100 B OLD EASTWOOD ROAD, UNIT 24
 WILMINGTON, N.C. 28403

SHEET S2 3 OF 3

STRUCTURAL INFORMATION FOR APPENDIX B
STRUCTURAL DESIGN

DESIGN LOADS:

IMPORTANT FACTORS: SNOW (lb) 1.0
SEISMIC (lb) 1.0

LIVE LOADS: ROOF 20 PSF
FLOOR 100 PSF

GROUND SNOW LOAD: 10 psf
WIND LOAD: BASIC WIND SPEED 150 mph (ASCE 7-16)
EXPOSURE CATEGORY C

SEISMIC DESIGN CATEGORY: A B C D

Provide the following Seismic Design Parameter:
RISK CATEGORY (TABLE 1604.5) I II III IV

SPECTRAL RESPONSE ACCELERATION S_s 2.3% S₁ 9.3% S₂

SITE CLASSIFICATION (ASCE 7-16) A B C D E F

Data Source: Field Test X Presumptive Historical Data

BASIC STRUCTURAL SYSTEM (ASCE 7-16)
X Bearing Wall Dual w/ Special Moment Frame
Building Frame Dual w/ Intermediate R/C or Special Steel
Moment Frame Inverted Pendulum
ANALYSIS PROCEDURE: Simplified X Equivalent Lateral Force Dynamic

LATERAL DESIGN CONTROL: Earthquake Wind X

SOIL BEARING CAPACITY:
Field Test (Provide copy of test report) N/A psf
Presumptive Bearing capacity 2,000 psf
Pile size, type, & capacity N/A psf

DESIGN CRITERIA NOT INCLUDED IN APPENDIX B:

WIND: Internal Pressure Coefficient: +/- 0.18
Components and Cladding Pressures: As listed on plans.
Risk Category = II
V_w = 116 mph

SEISMIC: S_w = 0.228 S_e = 0.148
Response Modification Factor, R = 2
Seismic Response Coefficient C_s = 0.119
Seismic Base Shears = V_s = 24 Kips V_y = 24 Kips

FLOOD: Zone AE 10
Flood Design Class: II

GENERAL NOTES:

- DESIGN AND CONSTRUCTION SHALL CONFORM TO THE REQUIREMENTS OF THE NORTH CAROLINA BUILDING CODE.
- REFER TO PROJECT SPECIFICATIONS FOR ADDITIONAL REQUIREMENTS AND INFORMATION WHEN APPLICABLE.
- STRUCTURAL DRAWINGS SHALL BE USED IN CONJUNCTION AND COORDINATED WITH ARCHITECTURAL, MECHANICAL, ELECTRICAL, CIVIL, AND OTHER DOCUMENTS.
- STRUCTURAL FRAME TO BE BRACED UNTIL ERECTION IS COMPLETE.
- ORIGINAL STRUCTURAL PLANS USED TO DETERMINE EXISTING CONDITIONS AND DESIGN LIVE LOADS.

FOUNDATION NOTES:

- FOOTING AND SLAB DESIGN BASED ON ALLOWABLE SOIL BEARING PRESSURE OF 2,000 PSF. (FIELD VERIFY SOIL CONDITIONS PRIOR TO CONSTRUCTION.)
- REMOVE ALL TOPSOIL, ORGANIC, AND SOFT CLAY IN AREAS WHERE FLOOR SLABS AND FOOTINGS ARE TO OCCUR AND ALSO 5'-0" BEYOND EACH SIDE OF BUILDING FOOTPRINT. PROOF ROLL EXPOSED SUB GRADE WITH A 3 TON VIBRATOR ROLLER MAKING 3 PASSES IN EACH DIRECTION. BACK FILL WITH CLEAN SELECTED FILL COMPACTED IN 8" LAYERS TO 98% OF MAXIMUM DENSITY AT OPTIMUM MOISTURE CONTENT (ASTM D-498).
- WHEN BOTTOM OF FOOTING IS AT OR BELOW WATER TABLE, PROPERLY DEWATER EXCAVATION PRIOR TO POURING CONCRETE.
- FOOTINGS SHALL BEAR ON NATURAL, UNDISTURBED EARTH, OR ENGINEERED FILL BELOW FROST DEPTH. IN AREAS NOT SUBJECT TO FREEZING, FOOTINGS SHALL BE AT LEAST 1'-0" BELOW FINISHED GRADE.

LIGHT GAUGE STEEL FRAMING NOTES:

- ALL LIGHT GAUGE STEEL COMPONENTS ARE BASED ON "TELLING" (TELLING INDUSTRIES) SPECIFICATIONS. (WEBSITE: BUILDSTRONG.COM)
- ALL LIGHT GAUGE STEEL FRAMING SHALL BE COLD FORMED STEEL STRUCTURAL MEMBERS DESIGNED BY LATEST SPECIFICATIONS OF A.I.S.I.
- GALVANIZED STEEL STUDS, 12, 14, AND 16 GAGE, SHALL CONFORM TO A 653, 50, GRADE 50 CLASS 1, WITH FT = 50 KSI GALVANIZED STEEL STUDS, 18 AND 20 GAGE, SHALL CONFORM TO A 653, 50, GRADE 33, WITH FT = 33 KSI.
- ALL HELDS TO BE MADE BY A CERTIFIED WELDER OF AHS FOR TYPE OF WELD REQUIRED. WELDING ELECTRODES = E70 SERIES.
- BRIDGING IN LOAD BEARING WALLS SHALL BE AT 5'-0" O.C. WITH (2) ROWS BRIDGING MAX. NOTE: THIS PROJECT DOES NOT INVOLVE LOAD BEARING WALLS.
- SCREENS: SCREEN PENETRATION THROUGH JOINED MATERIALS MUST BE A MINIMUM OF THREE EXPOSED SCREEN THREADS. SPACING AND EDGE DISTANCE SHALL BE 1/2" OR MORE (OR AS SPECIFIED BY SCREEN MANUFACTURER.)
- ITEMS LISTED AS DEFLECTION TRACKS ARE TO BE DEEP LEG TRACKS WITH THE STUDS NESTED IN IT. THE STUDS MUST BE BRACED AT THE TOP WITH BRIDGING OR FLAT STRAPS OR A VERTIBRACK BY "THE STEEL NETWORK" (OR EQUAL) MAY BE USED. (USE VTD SERIES FOR INTERIOR WALLS AND VTX SERIES FOR EXTERIOR WALLS. R.)
- ALL INTERIOR NON LOAD BEARING WALLS ARE AS SPECIFIED ON ARCHITECTURAL DRAWINGS AND MUST MEET MIN. CODE REQUIREMENTS.
- REFER TO ARCHITECTURAL DRAWINGS FOR ALL LOCATIONS AND WIDTHS OF METAL STUD WALLS. CONTRACTOR TO DETERMINE REQUIRED GAUGE AND SPACING.
- D.I.F. TO BE A POWER DRIVEN OR POWER ACTUATED STEEL FASTENER APPROPRIATE FOR USE INDICATED IN LENGTH & STYLE. "HILTI" X-GN OR X-EGN FASTENERS ARE SPECIFIED FOR THIS PROJECT.

STRUCTURAL STEEL NOTES:

- HSS = HOLLOW STRUCTURAL SECTION
- STRUCTURAL STEEL ANGLES, "H" SECTIONS, "S" SECTIONS, CHANNELS, AND PLATES = ASTM A36
- STRUCTURAL STEEL "H" SECTIONS = ASTM A992, GRADE 50
- STRUCTURAL STEEL "W" SECTIONS = ASTM A992
- ALL "TEE" SECTIONS USE SAME MATERIAL AS THEIR ROOT SHAPE
- H.S.S. (TUBE STEEL) RECTANGULAR AND ROUND = ASTM A500, GRADE B
- STEEL PIPE = ASTM A53, GRADE B
- DESIGN ALL CONNECTIONS FOR FULL STRENGTH OF MEMBERS, ALL BOLTS TO BE 3/4" DIA. H.S. ASTM A325 (MIN.) UNLESS NOTED OTHERWISE. WELDING ELECTRODES TO BE E70 SERIES.
- ALL WELDS TO BE MADE BY A CERTIFIED WELDER OF AHS FOR TYPE OF WELD WHICH IS REQUIRED.
- SUBMIT SHOP DRAWINGS FOR ALL STEEL ELEMENTS.

CONCRETE NOTES:

- CONCRETE COMPRESSIVE STRENGTH AT 28 DAYS:
WALL, FOOTINGS, GRADE BEAMS, SLAB ON GRADE, 4 SLAB ON PAN 3,000 PSI
BEAMS, COLUMNS, STRUCTURAL SLABS, AND GRIDDERS 4,000 PSI
- CONCRETE REINFORCING STEEL TO BE ASTM A615, GRADE 60 AND WELDED WIRE FABRIC TO BE ASTM A65.
- MINIMUM COVER AROUND REINFORCING BARS FOR CAST-IN-PLACE CONCRETE (NON-PRESTRESSED):
CAST AGAINST EARTH, SUCH AS FOOTINGS 3"
EXPOSED TO WEATHER 4 SLAB ON GRADE 1 1/2"
NOT EXPOSED TO WEATHER OR IN CONTACT WITH GROUND 3/4"
BEAMS, GRIDDERS, COLUMNS 1 1/2"
#5 OR SMALLER REINFORCING (2" COVER IS REQUIRED FOR LARGER REINFORCING)
- DOWELS AND CONT. REINFORCING SHALL HAVE A MINIMUM LAP OF 36 BAR DIAMETERS OR 2'-1" MINIMUM, U.N.O. PROVIDE HOOKED BARS AT CORNERS OR INTERSECTIONS. (SEE MASONRY NOTES FOR LAP SPICE REQUIREMENTS IN MASONRY.)
- PROVIDE AIR ENTRAINMENTS OF 4 TO 6 PERCENT.
- REINFORCED CONCRETE WORK SHALL CONFORM TO THE LATEST EDITION OF BUILDING CODE REQUIREMENTS FOR STRUCTURAL CONCRETE (ACI 318).
- PROVIDE CLASS B BARS AND MESH SUPPORTS.

WALL COMPONENT & CLADDING PRESSURES

AREA 1, 3	ZONE 4 3		ZONE 5 3	
	BEYOND 3'-6" OF CORNER	WITHIN 3'-6" OF CORNER	BEYOND 3'-6" OF CORNER	WITHIN 3'-6" OF CORNER
10 sq. ft.	48.42 / -52.44 PSF	48.42 / -64.56 PSF	46.28 / -50.31 PSF	46.28 / -60.27 PSF
20 sq. ft.	46.28 / -50.31 PSF	46.28 / -60.27 PSF	46.02 / -57.76 PSF	46.02 / -59.98 PSF
30 sq. ft.	46.02 / -49.06 PSF	46.02 / -57.76 PSF	44.13 / -53.98 PSF	44.13 / -53.98 PSF
40 sq. ft.	44.13 / -48.17 PSF	44.13 / -53.98 PSF	43.44 / -54.61 PSF	43.44 / -54.61 PSF
50 sq. ft.	43.44 / -47.47 PSF	43.44 / -54.61 PSF	41.29 / -50.31 PSF	41.29 / -50.31 PSF
100 sq. ft.	41.29 / -45.33 PSF	41.29 / -50.31 PSF		

WALL/CLADDING PRESSURE NOTES:

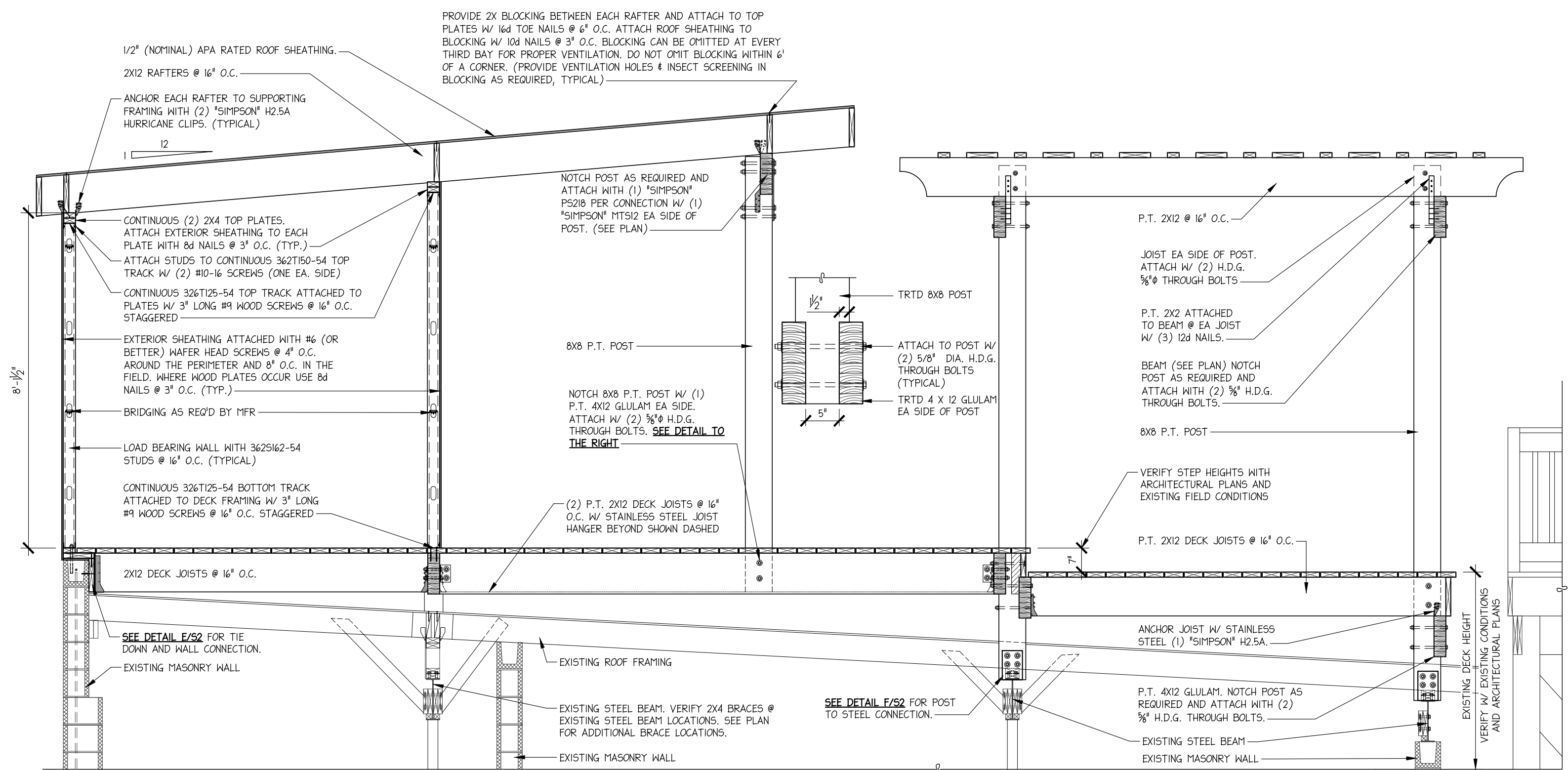
- AREA TO BE DETERMINED BY (SPAN) DIVIDED BY 3 OR ACTUAL TRIBUTARY LENGTH, WHICHEVER IS GREATER.
- WALL PRESSURES SHOULD BE USED TO DETERMINE REQUIRED DESIGN PRESSURES FOR DOORS & WINDOWS AS WELL AS IN THE DESIGN OF FINISH MATERIAL AND ATTACHMENTS.
- INTERPOLATION OF VALUES IS PERMITTED.
- IF ANY PORTION OF A DOOR OR WINDOW IS IN ZONE 5, THE WHOLE UNIT MUST MEET ZONE 5 PRESSURES.
- DESIGN PRESSURES SHOWN IN TABLE ARE STRENGTH DESIGN WIND PRESSURES. ALLOWABLE STRESS DESIGN WIND PRESSURES MAY BE CALCULATED BY MULTIPLYING TABLE PRESSURES BY 0.9.
- DEFLECTIONS MAY BE CALCULATED BASED ON 42% OF THESE LOADS OR (0.7 X ALLOWABLE STRESS DESIGN PRESSURES)

STRUCTURAL TIMBER & HARDWARE NOTES:

- LUMBER SHALL BE AS FOLLOWS: #2 KD SOUTHERN YELLOW PINE (OR BETTER) FOR PLATES, HEADERS, JOISTS, AND RAFTERS. STUDS MAY BE SPRUCE PINE FIR #2 KD (OR BETTER). IF OTHER SPECIES OF WOOD ARE USED, THEN HURRICANE CLIPS AND HANGERS MAY NEED TO BE INCREASED IN SIZE.
- ALL NAIL SIZES AND NUMBER REQUIRED MAY NOT BE SHOWN. SUFFICIENT NAILING SHALL BE REQUIRED TO DEVELOP JOINT STRENGTH.
- ALL HARDWARE SHALL BE HOT-DIPPED GALVANIZED IN ACCORDANCE WITH ASTM A653 AS APPLICABLE. ALL JOIST HANGERS IN CONTACT WITH PRESSURE TREATED WOOD SHALL BE "SIMPSON" Z-MAX GALVANIZED.
- LUMBER LESS THAN 1" ABOVE GROUND AND LUMBER EXPOSED TO WEATHER SHALL BE PRESSURE TREATED CCA OR ACQ 0.25 LBS/CF NET RETENTION. LUMBER IN CONTACT WITH GRADE SHALL BE PRESSURE TREATED CCA OR ACQ 0.4 LBS/CF NET RETENTION.
- LAMINATED VENEER LUMBER (LVL) SHALL BE AITC STRUCTURAL GLUED TIMBER, ARCHITECTURAL GRADE SOUTHERN YELLOW PINE "LOUISIANA PACIFIC" GANGLAM 250 FB-2.0F, "BOISE CASCADE" VERSA-LAM 300 FB, OR EQUAL. GLULAMS TO BE VISUALLY GRADED SOUTHERN PINE, 24F-V3 OR EQUAL. ALL GLULAMS TO BE BALANCED, U.N.O.
- USE ASTM A307 BOLTS WITH NUTS AND WASHERS FOR ALL TIMBER CONNECTIONS AND 1/4" NAILS FOR BEAM CONNECTIONS.

ADHESIVE ANCHOR NOTES:

- THE GROUT ADHESIVE MUST BE AS FOLLOWS:
SOLID OR FILLED MASONRY & CONCRETE:
"HILTI" HVA ADHESIVE ANCHOR SYSTEM OR "HILTI" HIT 150 INJECTION ADHESIVE ANCHOR SYSTEM
"SIMPSON" SET-XP HIGH STRENGTH EPOXY EQUIVALENT OR BETTER PRODUCT
- HOLLOW MASONRY:
"HILTI" H202 ADHESIVE ANCHOR SYSTEM WITH HIT SCREEN TUBE AND DISPENSER.
EQUIVALENT OR BETTER PRODUCT
ONLY BOLT TO HOLLOW MASONRY WHEN SPECIFIED ON DRAWINGS.
HOLES MUST BE DRILLED AND CLEANED PER ADHESIVE MANUFACTURER'S RECOMMENDATIONS. HOLES MUST BE BLOWN AND BRUSHED CLEAN. FAILURE TO PROPERLY CLEAN THE HOLES WILL COMPROMISE THE CAPACITY OF THE ANCHOR.
THREADED RODS AND ANCHOR BOLTS MUST BE A36 STEEL OR BETTER. REBAR MUST BE ASTM A615 GRADE 60 STEEL OR BETTER.
- ALLOW PROPER SETTING AND CURING TIMES FOR THE ADHESIVE. THE ADHESIVE MANUFACTURER CAN SUPPLY GUIDELINES OR CONTACT OUR OFFICE.
THE MINIMUM EMBEDMENT DEPTH FOR ADHESIVE GROUTED ANCHORS IN SOLID MATERIAL IS 4", U.N.O.

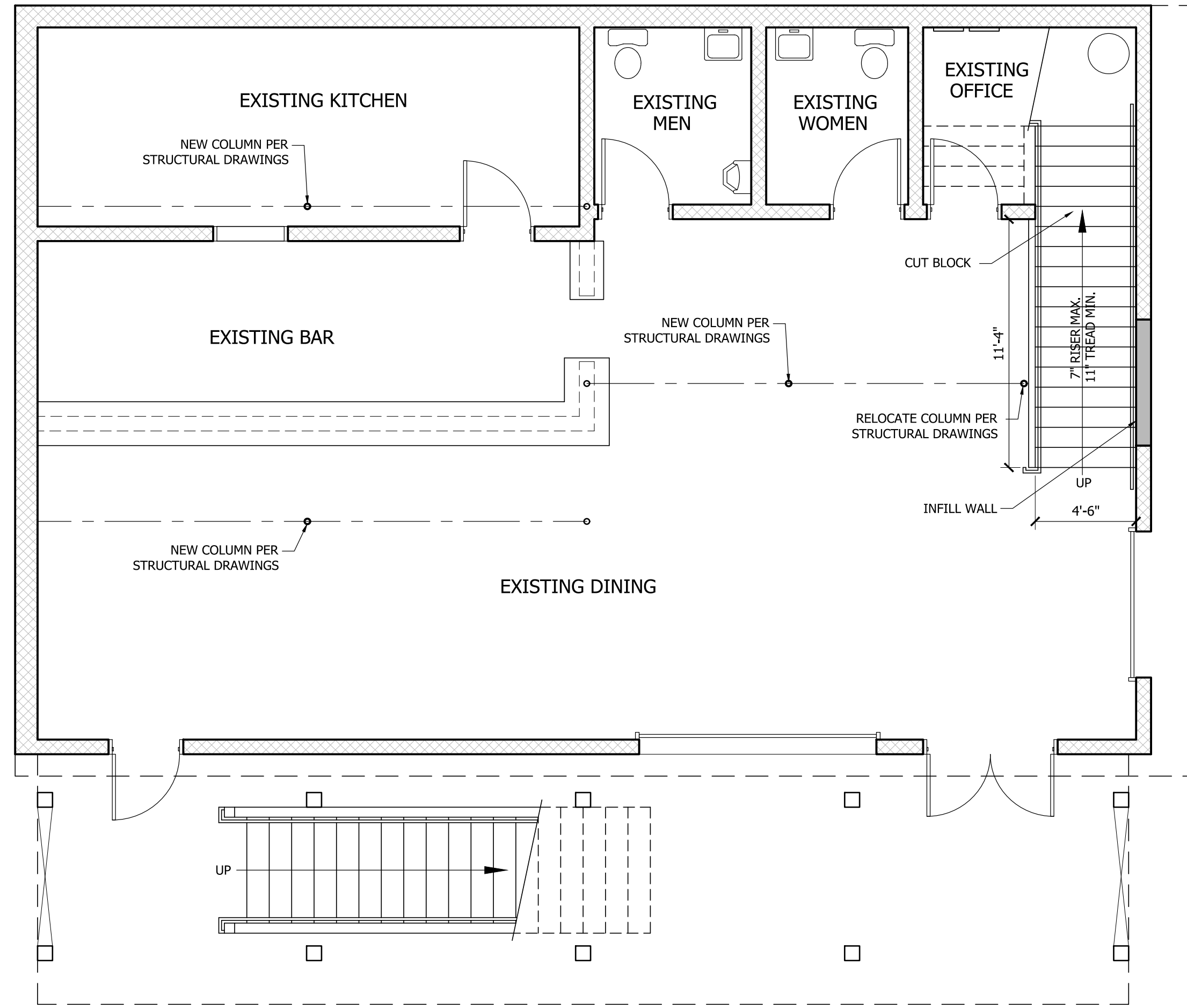


A BUILDING SECTION
SCALE: 1/2" = 1'-0"

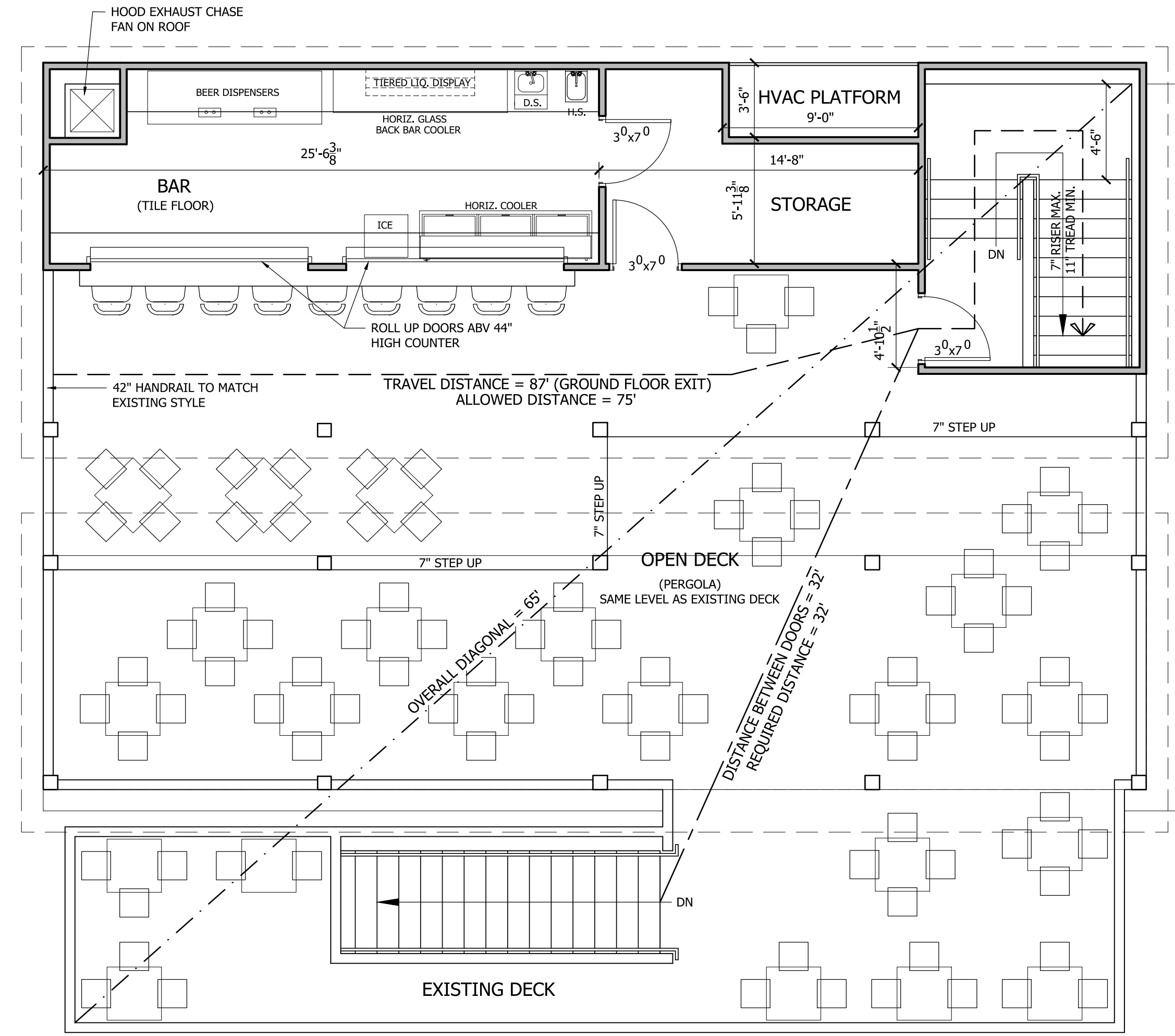
Hurricane Alley's
5 Boardwalk
Carolina Beach, NC
PROJECT DESCRIPTION: RENOVATION
DRAWN BY: J.L.T.
DATE: 06-5-2019
PROJECT NO: 18317
REVISION DATE: W.D.J.

WD JONES ENGINEERING, PLLC
CORPORATE
SEAL P-1181
N.C.
7/5/19

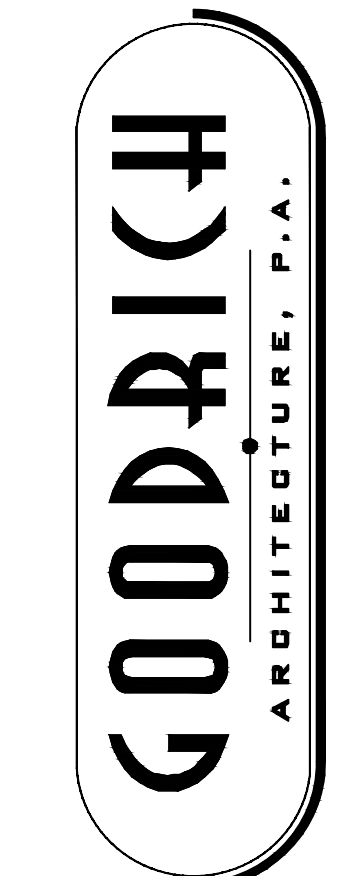
WD JONES ENGINEERING, PLLC
EMAIL: OFFICE@WDJONESENGINEERING.COM
PHONE: 910-523-5381
100 B OLD EASTWOOD ROAD, UNIT 24
WILMINGTON, N.C. 28403
SHEET: S3 3



A NEW FIRST FLOOR PLAN
SCALE: 1/4" = 1'-0"



B NEW SECOND FLOOR PLAN
SCALE: 1/4" = 1'-0"



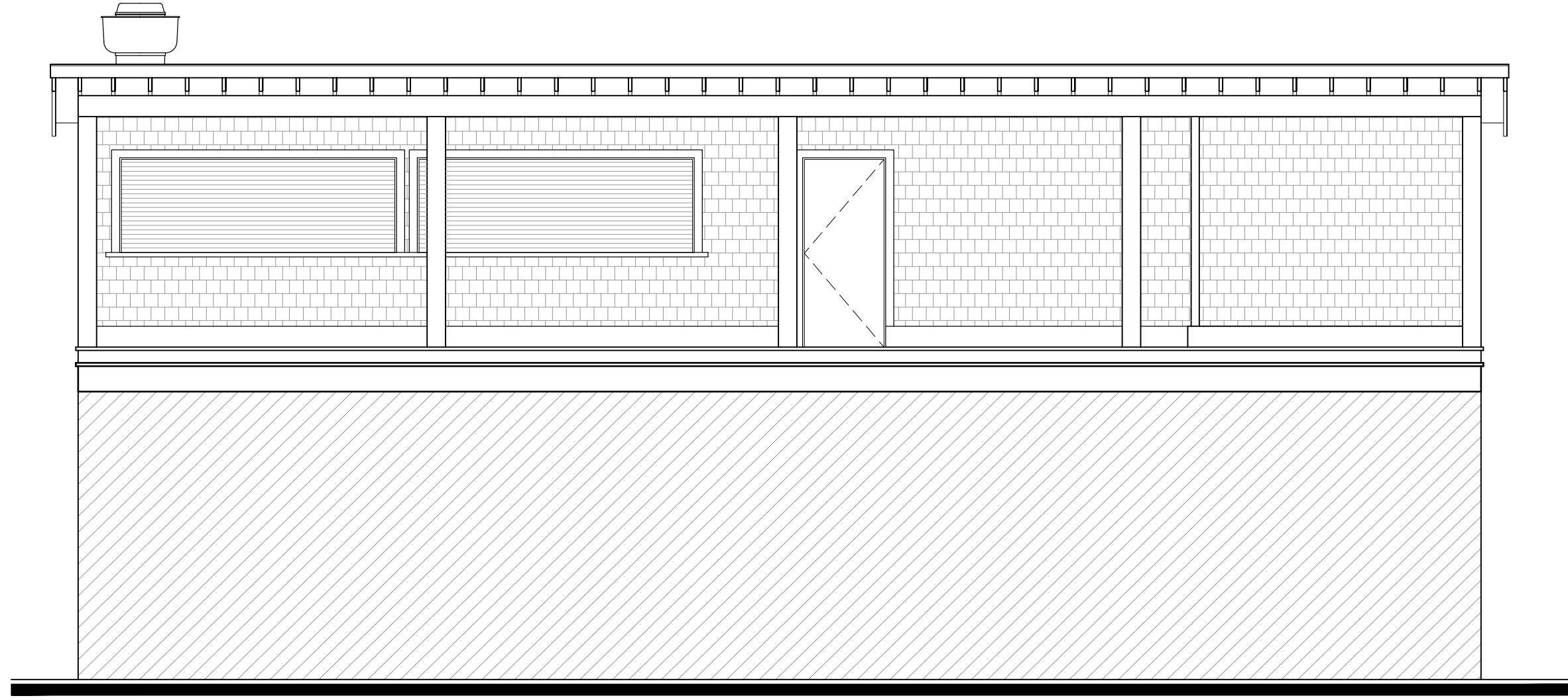
3142 WRIGHTSVILLE AVENUE
WILMINGTON NC 28403
OFFICE: 910.343.1065
FAX: 910.343.1067
EMAIL: GA@GOODRICHARCHITECTURE.COM

HURRICANE ALLEY'S
ALTERATION
5 BOARDWALK
CAROLINA BEACH, NORTH CAROLINA
PROJECT # 19001
FLOOR PLANS

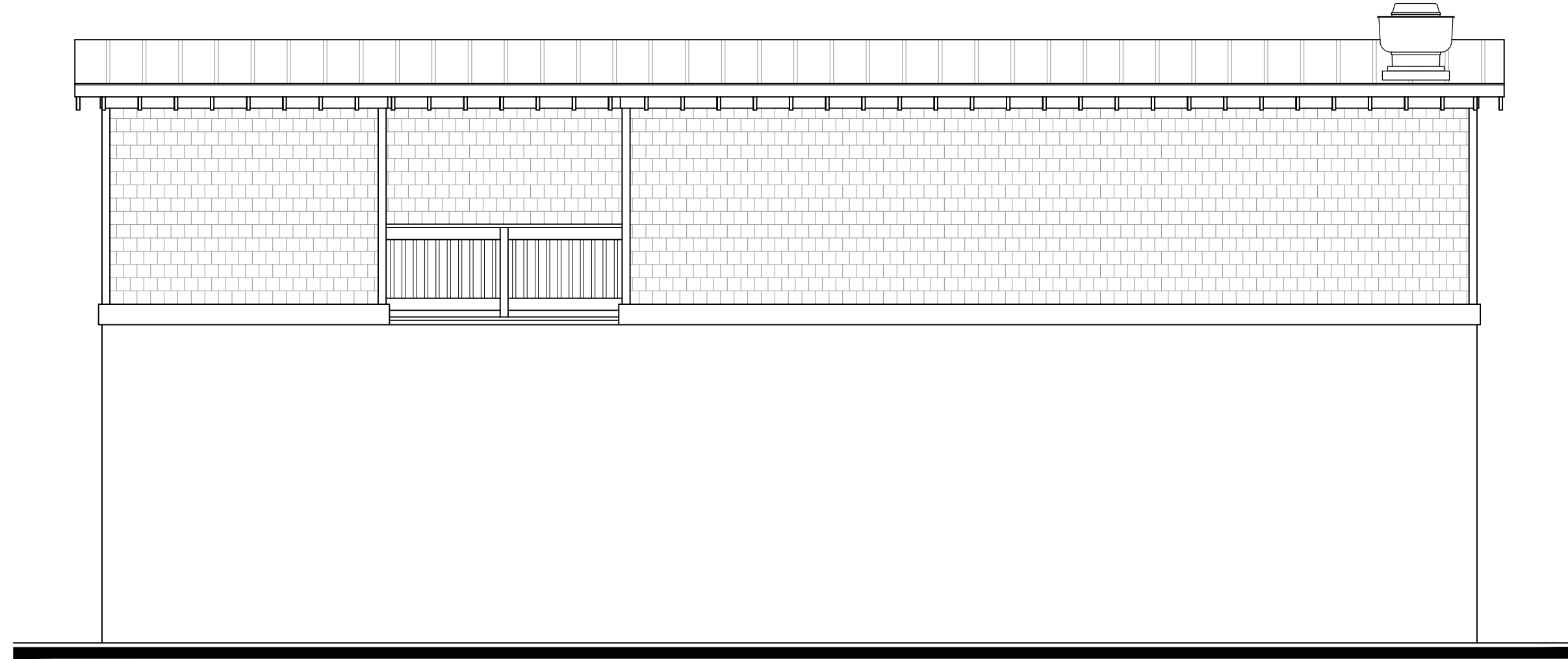
PRELIMINARY
NOT FOR
CONSTRUCTION

DATE:
7 JUNE 2019
REVISIONS:

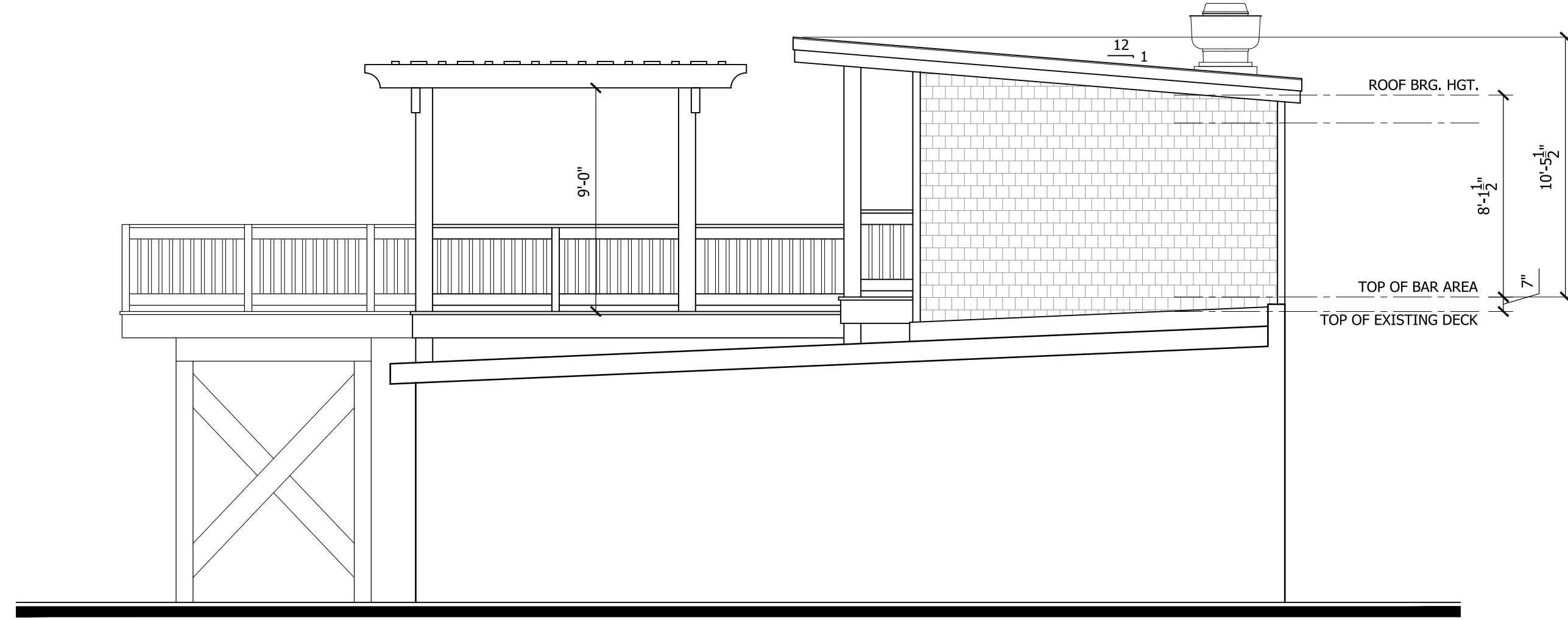
A2.1



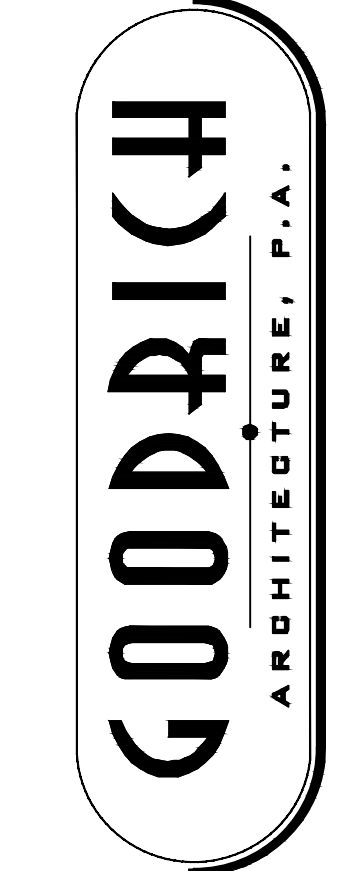
A OCEAN ELEVATION
SCALE: 1/4" = 1'-0"



B REAR ELEVATION
SCALE: 1/4" = 1'-0"



C RIGHT ELEVATION
SCALE: 1/4" = 1'-0"



3142 WRIGHTSVILLE AVENUE
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HURRICANE ALLEY'S
ALTERATION
5 BOARDWALK
CAROLINA BEACH, NORTH CAROLINA

PROJECT # 19001

ELEVATIONS

PRELIMINARY
NOT FOR
CONSTRUCTION

DATE:
7 JUNE 2019

REVISIONS:

A3.1

Joe Benson
Mayor

Steve Shuttleworth
Council Member

LeAnn Pierce
Council Member



Tom Bridges
Mayor Pro Tem

JoDan Garza
Council Member

Ed Parvin
Interim Town Manag

Town of Carolina Beach
1121 N. Lake Park Boulevard
Carolina Beach, North Carolina 28428
TEL: (910) 458-2999
FAX: (910) 458-2997

ORDER GRANTING A CONDITIONAL USE PERMIT MODIFICATION

Location: 5 Boardwalk
Applicant: JLM PARTNERSHIP LLC

The Town Council of the Town of Carolina Beach, having held a quasi-judicial public hearing on **September 10, 2019** to consider the application submitted by Steve Shuttleworth for issuance of a Conditional Use Permit for a 6 unit Planned Unit Development. The following persons offered sworn testimony: Senior Planner Jeremy Hardison, and the Applicant’s Attorney Ned Barnes David Cole and Ed Parvin. The Town Council having heard the evidence presented at the hearing makes the following:

FINDINGS OF FACT

The property is located at 5 Boardwalk

- 1. The property is zoned Central Business District (CBD)
- 2. Bars are allowed with a CUP in the CBD district.
- 3. The property is located in an AE 10 Floodzone.

CONCLUSIONS OF LAW

Its concluded that the Specific and General Standards are met
Specific Standards

It is ordered that the application for the issuance of a Conditional Use Permit by **JLM PARTNERSHIP LLC** be granted, subject to the following conditions:

- 1. Tables will need to be situated as to not block the ingress and egress.
- 2. All permits required by Federal, State, and Local Agencies shall be approved and submitted for the town’s record prior to Certificate of Compliance..
- 3. A sign permit must be obtained for any new signs located on the property.
- 4. Certification shall be provided that all improvements, shall be constructed and maintained according to the site plan approved by the Town Council prior to Certificate of Compliance.
- 5. Any modifications to this proposal (as deemed significant by the Town Official) will require new application for conditional use permit.
- 6. Install a barrier between the outside patio and the sidewalk with proper signage approved by the police department stating no alcohol beyond this point.
- 7. Off-Street loading requirements have been waived by the Town Council The following loading plan shall be utilized:
 - a. Loading area is anticipated to be in the designated space on Raleigh Avenue,
 - b. Loading will typically take place prior to 12 Noon.
 - c. Trucks will be similar to those currently making deliveries to the Boardwalk.

The Town Council of the Town of Carolina Beach held a public hearing on **January 14, 2014** where sworn testimony was heard from the following persons: Jeremy Hardison, Ed Parvin, Jessica Medina and David Cole. The following uncontested facts were presented:

Specific Standards

- (1) Ingress and egress to property and proposed *structures* thereon with particular reference to automotive and pedestrian safety and convenience, traffic flow and control, and access in case of fire or catastrophe;

There is only pedestrian access to the property from the east and north. When the town approved the deck and patio area on the east side in March 2012 the applicant agreed to dedicate a 5' access easement to the town (in front of deck). The access easement has not been executed at this time and the Town Council request the dedication of the easement to be completed as a condition of the approval (Appendix 4).

Tables will need to be situated as to not block the ingress and egress. Because of the outside patio a barrier between the outside patio and the sidewalk with proper signage approved by the police department stating no alcohol beyond this point.

- (2) Off-street parking and loading areas where required, with particular attention to the items in (1) above and the economic, noise, glare, or odor effects of the *conditional use* on adjoining properties and properties generally in the district;

There is no vehicular access to the property. Required parking is based off on 1 per 110 feet of inside gross floor area and no parking is required for the outside seating if public spaces are available within 500 ft. of the use. The proposed bar will require 16 parking spaces. The applicant is asking for a waiver of 16 parking spaces.

7.1 (c) *Waiver of Parking Requirements in Central Business District*. States "Where properties are located within the CBD, parking requirements may be waived if public parking spaces adequate to meet the requirement are located within 500 feet of the use." Due to the size of the parcel and existing building, it would be impossible for the applicant to provide parking on site. The boardwalk area has public parking in the vicinity of the proposed bar.

- (3) Refuse and service area, with particular reference to the items in (1) and (2) above;

Refuse collection is handled collectively by the boardwalk area businesses. The owner will be required to continue to participate in this program.

- (4) *Utilities*, with reference to locations, availability, and compatibility;

The impact on utilities and the environment will be the same; therefore, no upgrades in utilities are required.

- (5) Screening and buffering with reference to type, dimensions, and character;

The use is going into an existing commercial unit and the landscaping requirements only apply to new development or expansions.

- (6) *Signs*, if any, and proposed exterior lighting with reference to glare, traffic safety, economic effect, and compatibility and harmony with properties in the district;

A sign permit must be obtained for any new signs located on the property.

- (7) Required *yards* and other *open space* and preservation of existing trees and other attractive *natural features* of the land.

The structure was built in 1953 and covered the entire lot. There are no existing trees on the parcel and no changes proposed in the footprint of the existing building.

General conditions. The *town council*, in granting the permit, must also find that all four (4) of the following conditions exist;

- (1) That the use will not materially endanger the public health or safety if located where proposed and developed according to the plan as submitted and approved by the issuance of the C.U.P.;
The Alcohol will be regulated by the ABC commission. ABC’s regulations are designed to ensure health and safety issues are addressed. Inspections are ongoing by the agency after the site opens.
- (2) That the use meets all required conditions and specifications;
Town staff has reviewed the proposal to ensure it meets all code requirements.
- (3) That the use will not substantially injure the value of adjoining or abutting property, or that the use is a public necessity; and
The use as been open since 2012 and the town has not received any complaints from the adjoining or abutting properties.
- (4) That the location and character of the use if developed according to the plan as submitted and approved will be in harmony with the area in which it is to be located and in general conformity with the town land use plan and policies.
Located in the Commercial 2 Land Classification Area as described in the 2007 Land Use Plan, this area’s predominant uses will be for tourist and family-oriented retail and services, with other considerably less vehicle-dependent commercial businesses such as offices, commercial lodgings, restaurants, and entertainment. It is therefore staffs opinion that this use is in general conformity with the 2007 LUP.

It is ordered that the application for the issuance of a Conditional Use Permit by David Cole be granted, subject to the following conditions:

- 1. Tables will need to be situated as to not block the ingress and egress.
- 2. All permits required by Federal, State, and Local Agencies shall be approved and submitted for the town’s record prior to Certificate of Compliance..
- 3. A sign permit must be obtained for any new signs located on the property.
- 4. Certification shall be provided that all improvements, shall be constructed and maintained according to the site plan approved by the Town Council prior to Certificate of Compliance.
- 5. Any modifications to this proposal (as deemed significant by the Town Official) will require new application for conditional use permit.
- 6. Install a barrier between the outside patio and the sidewalk with proper signage approved by the police department stating no alcohol beyond this point.
- 7. Off-Street loading requirements have been waived by the Town Council The following loading plan shall be utilized:
 - a. Loading area is anticipated to be in the designated space on Raleigh Avenue,
 - b. Loading will typically take place prior to 12 Noon.
 - c. Trucks will be similar to those currently making deliveries to the Boardwalk.
- 8. The location is within 500 feet of a public parking lot, making it eligible for the parking waiver.

Ordered this 10th day of October 10, 2019

Joe Benson, Mayor

Date

ATTEST: _____
Kimberlee Ward, Town Clerk

Date

Conditional Use Permit

BAR/TAVERN

Conditional Use Permit

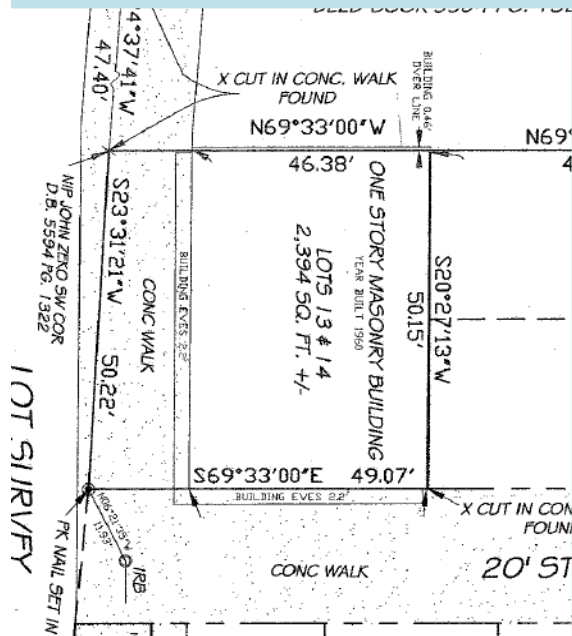
- Applicant: David Cole
- Use: Bar in 2014
- Location: 5 Boardwalk
- Zoning: CBD
- Flood Zone: AE Flood Zone



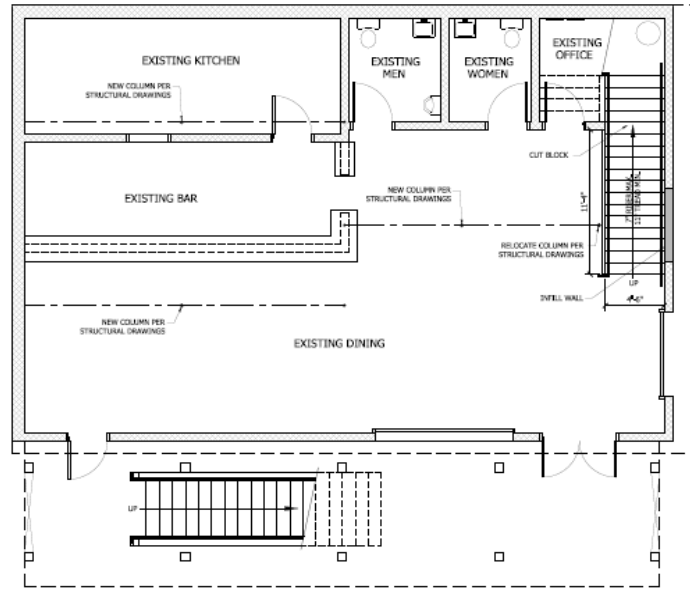
Hurricane Alley's

- Reclassify from a restaurant to a Bar/Tavern in 2014
- 1,700 sq. ft. Building
- Serves Alcohol and food
- Existing second story deck and patio service area
- Proposal is for a roof top bar and seating over the existing building.
- The hours of operation 11:00am – 2:00am.

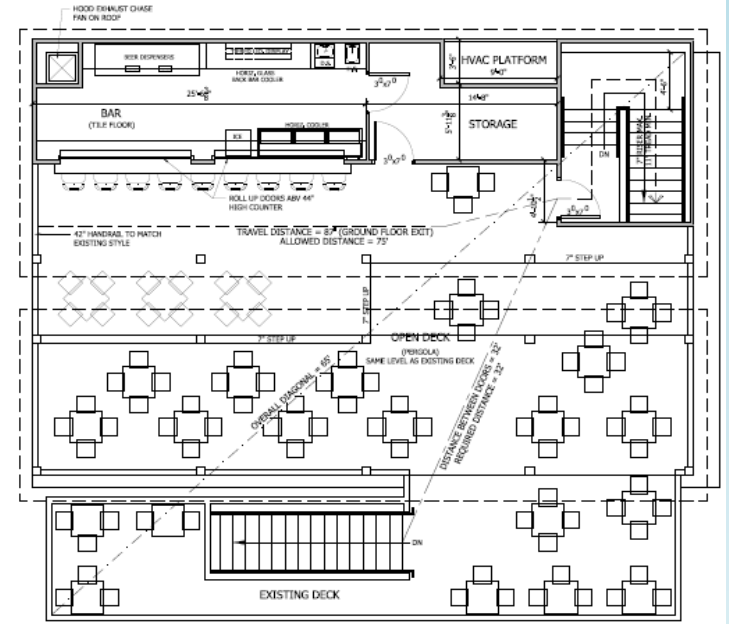
Survey



Floor plan



A **NEW FIRST FLOOR PLAN**
SCALE: 1/4" = 1'-0"



B **NEW SECOND FLOOR PLAN**
SCALE: 1/4" = 1'-0"

Sidewalk



Before



Current





Specific Standards

(1) Pedestrian safety, Ingress and egress;

- There is only pedestrian access to the property.
- March 2012 the applicant agreed to dedicate an access easement to the town (in front of deck).
- Tables will need to be situated as to not block the ingress and egress.

(2) Parking

- There is no vehicular access to the property. CBD parking is waived.

(3) Refuse

- Refuse collection agency is handled collectively by the boardwalk area businesses..

(4) Utilities

- The impact on utilities and the environment will be the same.

(5) Landscaping

- Landscaping requirements only apply to new development or expansions.

(6) Signs

- A sign permit must be obtained for any new signs located on the property.

(7) Setbacks

- The structure was built in 1953 and covered the majority of the lot.

General Conditions

(1) Public health or safety

- The Alcohol regulated by the ABC commission to ensure health and safety issues are addressed. Inspections are ongoing.
- A barrier between the outside patio and the sidewalk with proper signage approved by the police department stating no alcohol beyond this point.

(2) Meets conditions and specifications;

- Town staff has reviewed the proposal to ensure it meets all code requirements.

(3) Value of adjoining or abutting property

- The use as been open since 2012 and the town has not received any complaints from the adjoining or abutting properties.

(4) Town land use plan and policies.

- Located in the Commercial 2 Land Classification Area as described in the 2007 Land Use Plan, this area's predominant uses will be for tourist and family-oriented retail and services, with other considerably less vehicle-dependent commercial businesses such as offices, commercial lodgings, restaurants, and entertainment. It is therefore staffs opinion that this use is in general conformity with the 2007 LUP.

Planning & Zoning Commission

Recommend to approve the CUP as defined that it does meet the 7 specific standards and the 4 general conditions. That the location and character of the use if developed according to the plan as submitted and approved will be in harmony with the area in which it is to be located and in general conformity with the town Land Use Plan and policies.





AGENDA ITEM

Meeting: Regular Town Council - 10 Sep 2019

Prepared By: Debbie Hall

Department: Finance

Approval of Financing Property Purchase

BACKGROUND:

The Finance Director requested bid proposals from five banks for financing the purchase of 3 Carolina Beach Avenue S and construction of new bathroom and Ocean Rescue facility at 102 Hamlet.

The following quote was received for 15 annual equal principal payments in arrears:

BB&T 2.38% Interest for 15 Years

No other banks made a bid.

BUDGET IMPACT:

Debt service payments will affect budget.

ACTION REQUESTED:

The Finance Director and Town Manager recommend that Council approve Resolution of Necessary Findings 19-2207, Reimbursement Resolution 19-2208 and Resolution Approving Financing Terms 19-2210.

Mayor Benson will open the public hearing for comment for anyone to speak regarding this matter.

Mayor Benson will close the public hearing after all speakers have been heard.

ATTACHMENTS:

[Reimbursement Resolution for financing 8.28.19](#)

[BBandT Proposal CBAS and Hamlet Facility](#)

[BBandT Resolution 19.2210](#)

[Resolution of Necessary Findings 9.10.18](#)



Resolution No. 19-2208

Reimbursement Resolution for the purchase of 3 Carolina Beach Avenue South and demolition and reconstruction of public bathrooms at 102 Hamlet Avenue adding office, training and storage space for Ocean Rescue.

WHEREAS, The Finance Director has described to the Board the desirability of adopting a resolution as provided under federal tax law to facilitate the unit’s using financing proceeds to restore the unit’s funds when the unit makes capital expenditures prior to closing on financing.

BE IT THEREFORE RESOLVED by the Town of Carolina Beach, a follows:

1. The Town Hereby determines the Project to include the purchase of property located 3 Carolina Beach Avenue South and demolition and reconstruction of public bathrooms at 102 Hamlet Avenue adding office, training and storage space for Ocean Rescue.
2. The Project is to be financed. The insurer intends to finance the costs of the Project with the proceeds of debt to be issued by the issuer (The “Borrowing”) the interest on which is to be excluded from gross income for federal income tax purposes. The currently expected maximum amount of bonds or other obligations to be issued or contracted for this project is \$1,200,000.
3. Funds have been advanced or may be advanced from the Capital Project Fund for the project costs are intended to be reimbursed form the financing proceeds
4. The adoption of this resolution is intended as a declaration of the unit’s official intent to reimburse project expenditures from financing proceeds.

Date: _____

Mayor: _____
Joe Benson

Attest: _____
Clerk, Kimberlee Ward



Branch Banking & Trust Company

Governmental Finance
 5130 Parkway Plaza Boulevard
 Charlotte, North Carolina 28217
 Phone (704) 954-1700
 Fax (704) 954-1799

September 4, 2019

Ms. Debbie Hall
 Town of Carolina Beach, NC
 1121 N. Lake Park Blvd
 Carolina Beach, NC 28428

Dear Ms. Hall:

Branch Banking and Trust Company (“BB&T”) is pleased to offer this proposal for the financing requested by the Town of Carolina Beach, NC (“Borrower”).

PROJECT: Property Purchase & Reconstruction

AMOUNT: \$1,200,000.00

TERM: 15 years

INTEREST RATE: 2.38%

TAX STATUS: Tax Exempt-Bank Qualified

PAYMENTS: Interest: Annual, in arrears
Principal: Annual, in arrears

INTEREST RATE CALCULATION: 30/360

SECURITY: First lien security interest on Real Property purchased, financed, constructed, or renovated with financing proceeds

PREPAYMENT TERMS: Prepayable in whole at any time for the first half of the term with a one percent prepayment penalty. After the first half of the term the transaction will be prepayable in whole at any time without penalty.

RATE EXPIRATION: October 18, 2019

DOCUMENTATION/ LEGAL REVIEW FEE: \$5,900

FUNDING: Proceeds will be deposited into an account held at BB&T at closing pending disbursement for project costs.

DOCUMENTATION: BB&T and its counsel shall prepare the deed of trust and all documentation for the Borrower. We shall provide a sample of all required documentation to you and your counsel if BB&T is the successful proposer. BB&T will not require a survey or title insurance. Evidence of LGC approval is required when applicable. At a minimum, BB&T shall require flood insurance, if applicable.

REPORTING REQUIREMENTS: BB&T will require financial statements to be delivered within 270 days after the conclusion of each fiscal year-end throughout the term of the financing.

Should we become the successful proposer, we have attached the form of a resolution that your governing board can use to award the financing to BB&T. If your board adopts this resolution, then BB&T shall not require any further board action prior to closing the transaction.

BB&T shall have the right to cancel this offer by notifying the Borrower of its election to do so (whether or not this offer has previously been accepted by the Borrower) if at any time prior to the closing there is a material adverse change in the Borrower's financial condition, if we discover adverse circumstances of which we are currently unaware, if we are unable to agree on acceptable documentation with the Borrower or if there is a change in law (or proposed change in law) that changes the economic effect of this financing to BB&T.

Costs of counsel for the Borrower and any other costs will be the responsibility of the Borrower.

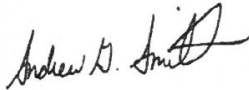
The stated interest rate assumes that the Borrower expects to borrow no more than \$10,000,000 in the current calendar year and that the financing will qualify as qualified tax-exempt financing under the Internal Revenue Code. BB&T reserves the right to terminate this bid or to negotiate a mutually acceptable interest rate if the financing is not qualified tax-exempt financing.

The financing documents shall include provisions that will outline appropriate changes to be implemented in the event that this transaction is determined to be taxable or non-bank qualified in accordance with state statutes or the Internal Revenue Service code.

BB&T appreciates the opportunity to offer this financing proposal. Please call me at (803) 251-1328 with your questions and comments. We look forward to hearing from you.

Sincerely,

Branch Banking & Trust Company



Andrew G. Smith
Senior Vice President

Carolina Beach, NC Estimated Payment Schedule

Nominal Annual Rate: 2.380%

	Event	Date	Amount	Number	Period	End Date
1	Loan	9/4/2019	1,200,000.00	1		
2	Payment	9/4/2020	80,000.00	15	Annual	9/4/2034
	Fixed Principal (+Int.)					

AMORTIZATION SCHEDULE - Normal Amortization, 360 Day Year

	Date	Payment	Interest	Principal	Balance
Loan	9/4/2019				1,200,000.00
2020 Totals		0.00	0.00	0.00	
1	9/4/2020	108,560.00	28,560.00	80,000.00	1,120,000.00
2021 Totals		108,560.00	28,560.00	80,000.00	
2	9/4/2021	106,656.00	26,656.00	80,000.00	1,040,000.00
2022 Totals		106,656.00	26,656.00	80,000.00	
3	9/4/2022	104,752.00	24,752.00	80,000.00	960,000.00
2023 Totals		104,752.00	24,752.00	80,000.00	
4	9/4/2023	102,848.00	22,848.00	80,000.00	880,000.00
2024 Totals		102,848.00	22,848.00	80,000.00	
5	9/4/2024	100,944.00	20,944.00	80,000.00	800,000.00
2025 Totals		100,944.00	20,944.00	80,000.00	
6	9/4/2025	99,040.00	19,040.00	80,000.00	720,000.00
2026 Totals		99,040.00	19,040.00	80,000.00	
7	9/4/2026	97,136.00	17,136.00	80,000.00	640,000.00
2027 Totals		97,136.00	17,136.00	80,000.00	
8	9/4/2027	95,232.00	15,232.00	80,000.00	560,000.00
2028 Totals		95,232.00	15,232.00	80,000.00	
9	9/4/2028	93,328.00	13,328.00	80,000.00	480,000.00
2029 Totals		93,328.00	13,328.00	80,000.00	
10	9/4/2029	91,424.00	11,424.00	80,000.00	400,000.00
2030 Totals		91,424.00	11,424.00	80,000.00	
11	9/4/2030	89,520.00	9,520.00	80,000.00	320,000.00

2031 Totals		89,520.00	9,520.00	80,000.00	
12	9/4/2031	87,616.00	7,616.00	80,000.00	240,000.00
2032 Totals		87,616.00	7,616.00	80,000.00	
13	9/4/2032	85,712.00	5,712.00	80,000.00	160,000.00
2033 Totals		85,712.00	5,712.00	80,000.00	
14	9/4/2033	83,808.00	3,808.00	80,000.00	80,000.00
2034 Totals		83,808.00	3,808.00	80,000.00	
15	9/4/2034	81,904.00	1,904.00	80,000.00	0.00
2035 Totals		81,904.00	1,904.00	80,000.00	
Grand Totals		1,428,480.00	228,480.00	1,200,000.00	

Resolution # 19-2210

Resolution Approving Financing Terms

WHEREAS: The Town of Carolina Beach, NC ("City") has previously determined to undertake a project for the financing of the purchase and reconstruction of various properties, and the Finance Officer has now presented a proposal for the financing of such Project.

BE IT THEREFORE RESOLVED, as follows:

1. The City hereby determines to finance the Project through Branch Banking and Trust Company ("BB&T"), in accordance with the proposal dated September 4, 2019. The amount financed shall not exceed \$1,200,000.00 the annual interest rate (in the absence of default or change in tax status) shall not exceed 2.38%, and the financing term shall not exceed fifteen (15) years from closing.

2. All financing contracts and all related documents for the closing of the financing (the "Financing Documents") shall be consistent with the foregoing terms. All officers and employees of the City are hereby authorized and directed to execute and deliver any Financing Documents, and to take all such further action as they may consider necessary or desirable, to carry out the financing of the Project as contemplated by the proposal and this resolution.

3. The Finance Officer is hereby authorized and directed to hold executed copies of the Financing Documents until the conditions for the delivery of the Financing Documents have been completed to such officer's satisfaction. The Finance Officer is authorized to approve changes to any Financing Documents previously signed by City officers or employees, provided that such changes shall not substantially alter the intent of such documents or certificates from the intent expressed in the forms executed by such officers. The Financing Documents shall be in such final forms as the Finance Officer shall approve, with the Finance Officer's release of any Financing Document for delivery constituting conclusive evidence of such officer's final approval of the Document's final form.

4. The City shall not take or omit to take any action the taking or omission of which shall cause its interest payments on this financing to be includable in the gross income for federal income tax purposes of the registered owners of the interest payment obligations. The City hereby designates its obligations to make principal and interest payments under the Financing Documents as "qualified tax-exempt obligations" for the purpose of Internal Revenue Code Section 265(b)(3).

5. The City intends that the adoption of this resolution will be a declaration of the City's official intent to reimburse expenditures for the project that is to be financed from the proceeds of the BB&T financing described above. The City intends that funds that have been advanced, or that may be advanced, from the City's general fund or any other City fund related to the project, for project costs may be reimbursed from the financing proceeds.

6. All prior actions of City officers in furtherance of the purposes of this resolution are hereby ratified, approved and confirmed. All other resolutions (or parts thereof) in conflict with this resolution are hereby repealed, to the extent of the conflict. This resolution shall take effect immediately.

Approved this _____ day of _____, 2019

By: _____

By: _____

Title: _____

Title: _____

SEAL



RESOLUTION NO. 19-2207

RESOLUTION OF NECESSARY FINDINGS

RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION FOR APPROVAL OF A FINANCING AGREEMENT AUTHORIZED BY NORTH CAROLINA GENERAL STATUTE 160A-20

WHEREAS, the Town of Carolina Beach, North Carolina desires to purchase property for: (1) temporary lifeguard storage, (2) housing of critical safety and security infrastructure, (3) management of tourism and recreational activities, and (4) future open space. Likewise, the Town plans to demolish and reconstruct the town owned public bathroom to add office, training and storage space for Ocean Rescue (the "Project") to better serve the citizens of the Town of Carolina Beach; and

WHEREAS, The Town of Carolina Beach desires to finance the Project by the use of an installment contract authorized under North Carolina General Statute 160A, Article 3, Section 20; and

WHEREAS, findings of fact by this governing body must be presented to enable the North Carolina Local Government Commission to make its findings of fact set forth in North Carolina General Statute 159, Article 8, Section 151 prior to approval of the proposed contract;

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Carolina Beach, North Carolina, meeting in regular session on the 10th day of September 2019, make the following findings of fact:

1. The proposed contract is necessary or expedient to improve health and public safety by the moving of the Ocean Rescue staff and equipment closer to the municipal beach strand and provide housing for security equipment.
2. The proposed contract is preferable to a bond issue for the same purpose because general obligation bond authorization could not be obtained in a timely manner and would not permit the alternative financing structures and repayment provisions available in the proposed negotiated installment contract financing.
3. The sums to fall due under the contract are adequate and not excessive for the proposed purpose because we have proposals in hand which detail the project costs.
4. The Town of Carolina Beach's debt management procedures and policies are sound because we have annual audits prepared and are reviewed by the Local Government Commission. Our past audit reports indicate that the Town's debt management and contract obligation payment policies have been carried out in strict compliance with the law.
5. The Town of Carolina Beach is not in default in any of its debt service obligations.
6. The Town does not anticipate an increase in property tax rates to fund the project but will utilize proceeds from current maturing debt.



- 7. The attorney for the Town of Carolina Beach has rendered an opinion that the proposed Project is authorized by law and is a purpose for which public funds may be expended pursuant to the Constitution and laws of North Carolina.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Finance Director is hereby authorized to act on behalf of the Town of Carolina Beach in filing an application with the North Carolina Local Government Commission for approval of the Project and the proposed financing contract and other actions not inconsistent with this resolution.

This resolution is effective upon its adoption this _____ day of _____, 20__.

The motion to adopt this resolution was made by _____, seconded by _____ and passed by a vote of _____ to _____

Mayor

ATTEST:

Clerk

This is to certify that this is a true and accurate copy of Resolution No. _____ Adopted by the Town of Carolina Beach on the _____ day of _____, 20__.

Clerk

Date



AGENDA ITEM

Meeting: Regular Town Council - 10 Sep 2019

Prepared By: Kim Ward

Department: Clerk

Business and Economic Development Ad-hoc Committee Appointments

BACKGROUND:

The Business and Economic Development Ad-hoc Committee has 7 new positions available. We received 9 applications.

ACTION REQUESTED:

Please select 7 applicants to establish the Business and Economic Development Ad-hoc Committee.

ATTACHMENTS:

[Crouch Ethan Business and Econ](#)
[Dunn Kristen Business and Econ](#)
[Levy Paul Business and Econ](#)
[Losito Kim Business and Econ](#)
[Overby-Dosier Lisa Business and Econ](#)
[Reynolds Business and Econ](#)
[Robbins Catherine Business and Econ](#)
[Tangredi Daniel Business and Econ](#)
[Wooten Jason Business and Econ](#)
[Lewis Maureen Business and Econ](#)
[Stanley Dorrene Business and Econ](#)



Carolina Beach
BOARD APPLICATION

BA-19-25

Received Date: August 28, 2019
Application Type: Ad-hoc Business and Economic Development Committee

NAME: Ethan Crouch

LENGTH OF RESIDENCY: 10 years

Appointment to a Board, Commission or Committee will require your consistent attendance at regularly scheduled meetings. Are you available for:

- Evening Meetings
- Daytime Meetings

OCCUPATIONAL BACKGROUND: Professionally I own and operate a construction consulting firm providing project management and construction litigation support services.

EDUCATIONAL BACKGROUND: Bachelor of arts degree in ethics. Masters degree in construction management.

REASON FOR APPLYING: I believe in supporting the long term sustainable and resilient growth of our community while protecting the unique family friendly character of our island.

RELEVANT EXPERIENCE: Previously served on 2 ad-hoc committees. Intimate knowledge of building and development industry. Volunteer with numerous community organizations and current board member of the Surfrider Foundation Cape Fear Chapter.

COMMUNITY INVOLVEMENT: Event organizer for annual family friendly body surfing contest for 8 years with approximately 100 contestants each year. Served of 2 ad-hoc committees. Board member for local non-profit organization dedicated to the protection and enjoyment of our oceans, waves, and beaches. Organized the planting of over 20,000 sea oats to protect our dune infrastructure. Organized annual x-mas tree recycling project that has protected over 3 miles of dunes and relative personal property. Regularly participate in and help organize beach clean-ups. Fundraised for the procurement and installation of public cig. butt receptacles at each beach access and through out the Town. Regularly attend, watch, and or participate in Town Council meetings and P&Z meetings.

Please indicate if the following is true:

- You are a property owner within the community
- You or a family member is the owner of a local business in the community
- You have been convicted of a felony

Town of Carolina Beach Committee Application



Contact Information

Name	Kristen Dunn
Street Address	905 Ocean Blvd, Unit 2
City, State, ZIP Code	Carolina Beach, NC 28428
Preferred Phone	910-297-0752
E-Mail Address	kristen@dunnbrokers.com

Interests

Tell us in which areas you are interested in volunteering (check all that apply)

- Arts and Activities** (meets 3rd Wednesday of each month at 6:00 p.m. in the conference room)
- Board of Adjustment** (meets as needed on the 3rd Wednesday of each month at 6:30 p.m.)
- Freeman Park** (meets 4th Thursday of each month at 7:30 p.m. in the conference room)
- Harbor Commission** (meets 4th Wed. in Jan, Feb, Apr, May, July, Aug, Oct & Nov at 6:30 p.m. in conference room)
- Operations Advisory** (meets 1st Tuesday of each month at 10:00 a.m. in the conference room)
- Parks and Recreation** (meets 1st Monday of each month at 7:00 p.m. at the rec center)
- Planning and Zoning** (meets 2nd Thursday of each month at 6:30 p.m. in the council chambers)
- Police Advisory** (meets 1st Monday of each month at 7:00 p.m. in the conference room)
- Marketing Advisory Committee** (meets the 4th Tuesday of each month at 2:30 p.m. in the council chambers)
- Other Business and Economic Development Committee**

Special Skills or Qualifications

Summarize special skills and qualifications you have acquired from employment, previous volunteer work, or through other activities, including hobbies or sports.

I am a full time island resident. I am the mother of 2 children at CB Elementary. I am the Broker-in-charge of the BlueCoast Realty CB office. I give a lot of time and energy into making the island a better place. I love living here. I believe I am successful in real estate because I am organized, I have local knowledge and the relationships I have with my clients. I am outgoing. I am involved with everything my family is involved in, from the CB Elementary School Improvement Team, Pleasure Island Youth Baseball and the CREED. I know residents expect everything on the island from entertainment to

Previous Volunteer Experience

Summarize your previous volunteer experience.

I am the parent representative on the CB Elementary School's School Improvement Team (SIT).
 I organize the Cbfd - Santa on a fire truck Christmas event.
 My husband and I organize and coach in the Pleasure Island Youth Baseball program.
 I volunteer for the CB Elementary School PTO.
 I have volunteered for the Coastal Carolina Real Estate Investment Group and many business networking groups.

Person to Notify in Case of Emergency

Name	Charles "Matt" Dunn
Street Address	905 Ocean Blvd, Unit 2
City, State, ZIP Code	Carolina Beach, NC 28428
Home Phone	Cell 910-431-6674
Work Phone	
E-Mail Address	cmdrep@hotmail.com

Agreement and Signature

I understand that this application is public record and I certify that the facts contained in the application are true and accurate. I understand that I must attend 75% of scheduled meetings in order to remain an active committee member. This application will remain on file in the office of the town clerk for 18 months.

Name (printed)	Kristen Dunn
Signature	
Date	08-14-2019

Our Policy

It is the policy of this organization to provide equal opportunities without regard to race, color, religion, national origin, gender, age, or disability.

Thank you for completing this application form and for your interest in volunteering with the Town of Carolina Beach!



Submit

Town of Carolina Beach Committee Application



Contact Information

Name	PAUL LEVY
Street Address	1606-1 MACKEREL LN, UNIT 1
City, State, ZIP Code	CB NC 28428
Preferred Phone	336-687-4094
E-Mail Address	thelevysatthebeach@gmail.com

Interests

Tell us in which areas you are interested in volunteering (check all that apply)

- Arts and Activities** (meets 3rd Wednesday of each month at 6:00 p.m. in the conference room)
- Board of Adjustment** (meets as needed on the 3rd Wednesday of each month at 6:30 p.m.)
- Freeman Park** (meets 4th Thursday of each month at 7:30 p.m. in the conference room)
- Harbor Commission** (meets 4th Wed. in Jan, Feb, Apr, May, July, Aug, Oct & Nov at 6:30 p.m. in conference room)
- Operations Advisory** (meets 1st Tuesday of each month at 10:00 a.m. in the conference room)
- Parks and Recreation** (meets 1st Monday of each month at 7:00 p.m. at the rec center)
- Planning and Zoning** (meets 2nd Thursday of each month at 6:30 p.m. in the council chambers)
- Police Advisory** (meets 1st Monday of each month at 7:00 p.m. in the conference room)
- Marketing Advisory Committee** (meets the 4th Tuesday of each month at 2:30 p.m. in the council chambers)
- Other** *business and Economic Development*

Special Skills or Qualifications

Summarize special skills and qualifications you have acquired from employment, previous volunteer work, or through other activities, including hobbies or sports.

See resume. Experience with budgets, RFP's, contracts, "politically sensitive" topics. Working in healthcare, as I have, is similar in many ways to working in municipal government. Lots of conflicting rules from outside agencies, but we still have to balance the budget.

Previous Volunteer Experience

Summarize your previous volunteer experience.

We have moved many times, which has limited volunteer experiences. Nonetheless:
 Late 1980s - Moore County (NC) Ambulance Authority. Member and occasional Chair.
 Oversight of a public-private cooperative relationship to provide EMS services to
 a semi-urban, semi-rural county.
 2010-2011 - Carteret County (NC) Ad Hoc Economic Development Committee. Other members
 included CoC Executive Director, various business people, former Mayor of Pine Knoll Shores.
 Our task was to identify shoulder season and off-season business and tourism opportunities
 to broaden the year-round economy.

Person to Notify in Case of Emergency

Name	Kathy Leuy
Street Address	1606-1 Mackerel Lane
City, State, ZIP Code	CB NC 28428
Home Phone	336-687-4102 cell
Work Phone	
E-Mail Address	tholeuysatthebeach@gmail.com

Agreement and Signature

I understand that this application is public record and I certify that the facts contained in the application are true and accurate. I understand that I must attend 75% of scheduled meetings in order to remain an active committee member. This application will remain on file in the office of the town clerk for 18 months.

Name (printed)	PAUL LEUY
Signature	<i>Paul Leuy</i>
Date	8/16/2019

Our Policy

It is the policy of this organization to provide equal opportunities without regard to race, color, religion, national origin, gender, age, or disability.

Thank you for completing this application form and for your interest in volunteering with the Town of Carolina Beach!



Submit

Paul Levy

Chief Executive Officer

Carolina Beach, NC 28428
thelevysatthebeach@gmail.com
(336) 687-4094

Highly experienced and flexible leader in physician practice, ASC, and hospital management, recently retired from full-time executive leadership, seeks Part-Time, Interim, or Consulting opportunities. Offering a diverse skill set including M&A, divestiture/downsizing, change management, restructuring, certificate of need, new facility and program development, physician and management staff recruitment. Flexible as to ownership model of the health care entity. Employed or 1099 both acceptable.

Authorized to work in the US for any employer

Work Experience

Chief Executive Officer

VISTAR EYE CENTER, INC and ROANOKE VALLEY CENTER FOR SIGHT, LLC - Roanoke, VA
2011 to 2019

Chief non-physician executive for a 21 doctor, 300 employee multi-specialty, multi-location, \$50 million ophthalmology group with 3 associated ophthalmic surgery centers and \$12 million in additional receipts. Leadership and oversight of all non-clinical activities, budgets, staffing, strategic planning, etc. Accomplishments include:

- Development of two surgery centers, new office building.
- Development of 3 satellite offices.
- Acquisition of referring practices.
- Reorganization and upgrade of IT department and many other management processes.

Executive Director

CAROLINAS CENTER FOR SURGERY and SURGICAL CENTER OF MOREHEAD CITY - Morehead City, NC
2009 to 2011

Chief non-physician executive for an 11 physician multi-surgical specialty group with associated surgery center and ancillary services. Accomplishments include:

- Reduced overhead from nearly 54% to 49% in less than a year.
- Managed the sale of a minority interest in surgery center to VC/management company.
- Revitalized management processes including recruitment of new AR and IT managers.
- Managed transition of senior partner out of practice and recruitment of new associates.
- Developed Mobile MRI service.
- Reduced health insurance expenses for partners, practice, and employees by \$100,000 per year.

SELF-EMPLOYED CONSULTANT

Paul B. Levy - High Point, NC
2000 to 2009

Independent health care and management consultant. Special focus on efficiency and effectiveness analyses, coding and billing audits, managed care contracting, and general management improvement. Representative assignments include:

- Administrator to a specialty surgical practice. Revised billing and coding systems, including physician education, resulting in substantial reduction of denied claims. Renegotiated all managed care agreements with 10 - 20% improvements. Led RFP process and managed installation of new information system, improving cash flow and reducing A/R days.
- Managed all aspects of the spin-off of a specialty group from a group without walls. Legal, HR, accounting, Medicare and insurance, IT, other benefits, etc.
- Audited the performance of underperforming primary clinics in a large integrated health system. Recommended improvements including: right-sizing of physician staffing and specialty mix; training in E&M coding to effect a 20% improvement in revenue generation; finding \$50,000 per year in incorrectly billed and therefore denied in-office lab work.

Executive Director

CORNERSTONE HEALTH CARE, P.A - High Point, NC
1997 to 2000

Responsible for overall management and planning in a growing 85 physician, primary care based group practice with wraparound IPA. Accomplishments include:

- Grew group from 60 physicians to 85 physicians, adding 5 offices and 3 specialties.
- Grew collected revenues from \$35MM annualized to \$50MM annualized.
- Led successful recruitment of physicians in all specialties.
- Led negotiations with managed care payors, resulting in significant contract improvements from major national and regional plans.
- Led negotiations on mergers and acquisitions, including mergers of both specialty and primary care practices, and acquisition of Imaging Center that added \$1.4MM in net profits to group

Director of Operations and Development

JOHNS HOPKINS BAYVIEW PHYSICIANS, P.A - Baltimore, MD
1994 to 1997

Leader of operations and development in a 200 physician FTE multispecialty group within the Hopkins Medicine umbrella. Accomplishments include:

- Managed capitated contracts, including capitation rates, fee levels, terms, and relationships with payors covering some 30,000 full-medical-risk lives.
- Developed infrastructure and provider network to support statewide multispecialty capitation contract covering 25,000 lives.
- Developed and coordinated corporate marketing plan.
- Managed 15,000 square foot multispecialty office and seven primary care offices.
- Developed new offices; evaluated acquisition targets and managed transitions.

Executive Vice President/Administrator

RETINA VITREOUS ASSOCIATES, INC - Toledo, OH
1992 to 1994

Led turnaround of a \$6 million, 8 office group practice after a breakup, corporate restructuring, and complete loss of management staff. Accomplishments include:

- Created, revised, modernized management systems and policies throughout organization.
- Improved cash flow, collections, and net income by 40%.
- Trained an entirely new management staff.
- Developed contribution margin accounting system that documented profitability of satellites.
- Opened new satellite offices in two different states.
- Specified, analyzed proposals, chose and installed new information system.

EARLIER EMPLOYMENT AND ACCOMPLISHMENTS

Rose to rank of Chief Operating Officer of 229 bed, \$60MM net revenue hospital (1992 dollars) with responsibility for 450 FTE's and many major programs. Prior experience as Vice President at same hospital and additional experience in major teaching hospital. Extensive experience in developing and expanding outpatient services, management engineering and staffing optimization, physician recruitment, building programs, and labor relations. Additional information will be supplied on request.

Education

Masters Degree in Health Administration in Health Administration

Duke University - Durham, NC

Bachelor of Arts

State University of New York at Stony Brook - Stony Brook, NY

Skills

Operations, Management, Strategic Planning, Public Speaking, Team Building, budget

Additional Information

Ideal situations would be within a 4 hour drive of Wilmington, NC; one week on then one week off; or 2 - 3 days per week onsite. Interim dedicated management also considered. Other travel situations negotiable.



Carolina Beach
BOARD APPLICATION

BA-19-24

Received Date: August 28, 2019
Application Type: Ad-hoc Business and Economic Development Committee

NAME: Kim Losito
LENGTH OF RESIDENCY: 6 years part time, 4 months full time

Appointment to a Board, Commission or Committee will require your consistent attendance at regularly scheduled meetings. Are you available for:

- Evening Meetings
- Daytime Meetings

OCCUPATIONAL BACKGROUND: Senior Analyst, Financial Reporting, PPD, Wilmington, NC May 2019-Present
 Prior to that, I have worked in various Corporate Accounting positions since 1989. I am happy to provide my resume upon request.

EDUCATIONAL BACKGROUND: Bachelor of Business in Accounting, University of North Dakota, 1989
 NC Certified Public Accountant #19800 since 1991
 NC Licensed Real Estate Agent #275670 since 2013

REASON FOR APPLYING: I have been a part time resident for six years and now that I am a permanent full-time resident, I want to become more involved in the community. I love this community. There is a lot of change, growth and improvements going on in Carolina Beach and I would like to be a part of a committee to help plan for this growth and development to ensure we create more jobs and more investments so that we can strive for continuous improvement.

RELEVANT EXPERIENCE: NC Certified Public Accountant #19800 since 1991
 NC Licensed Real Estate Agent #275670 since 2013
 After two years in public accounting, I have been working in Corporate Finance departments for 28 years doing everything from accounting, financial reporting, financial planning, budgeting and forecasting. I also have my real estate license, so I'm familiar with NC real estate rules and regulations.

COMMUNITY INVOLVEMENT: Since moving here in May, I have joined the Island Women's Club.

Please indicate if the following is true:

- You are a property owner within the community
- You or a family member is the owner of a local business in the community
- You have been convicted of a felony



Carolina Beach BOARD APPLICATION

BA-19-27

Received Date: August 29, 2019
Application Type: Ad-hoc Business and Economic Development Committee

NAME: Lisa Overby-Dosier
ADDRESS: 807-1 Kenneth Ave, Carolina Beach, NC, 28428
TELEPHONE: 910-508-4475
EMAIL: lisabeachykeen@gmail.com

LENGTH OF RESIDENCY: 11 years

Appointment to a Board, Commission or Committee will require your consistent attendance at regularly scheduled meetings. Are you available for:

- Evening Meetings
- Daytime Meetings

OCCUPATIONAL BACKGROUND: Business owner for several years on the island.

EDUCATIONAL BACKGROUND: BA Psychology, MA Education

REASON FOR APPLYING: To be a part of this community and involved in the economic development. To be a voice for growth as well as preserving our essentials.

RELEVANT EXPERIENCE: I have been a (successful) business owner on the island for nearly 5 years now. I care about the place I live in.

COMMUNITY INVOLVEMENT: I have 3 kids, a business here on the island, and I also teach classes at the rec center. We attend many events weekly as a family and support local causes whenever we can.

Please indicate if the following is true:

- You are a property owner within the community
- You or a family member is the owner of a local business in the community
- You have been convicted of a felony

**Town of Carolina Beach
Committee Application**



Contact Information

Name	Greg Reynolds
Street Address	709 Canal Drive, A2
City, State, ZIP Code	Carolina Beach, NC 28428
Preferred Phone	910-547-3254
E-Mail Address	greg.reynolds.architecture@gmail.com

Interests

Tell us in which areas you are interested in volunteering (check all that apply)

- Arts and Activities** (meets 3rd Wednesday of each month at 6:00 p.m. in the conference room)
- Board of Adjustment** (meets as needed on the 3rd Wednesday of each month at 6:30 p.m.)
- Freeman Park** (meets 4th Thursday of each month at 7:30 p.m. in the conference room)
- Harbor Commission** (meets 4th Wed. in Jan, Feb, Apr, May, July, Aug, Oct & Nov at 6:30 p.m. in conference room)
- Operations Advisory** (meets 1st Tuesday of each month at 10:00 a.m. in the conference room)
- Parks and Recreation** (meets 1st Monday of each month at 7:00 p.m. at the rec center)
- Planning and Zoning** (meets 2nd Thursday of each month at 6:30 p.m. in the council chambers)
- Police Advisory** (meets 1st Monday of each month at 7:00 p.m. in the conference room)
- Marketing Advisory Committee** (meets the 4th Tuesday of each month at 2:30 p.m. in the council chambers)
- Other Business & Economic Development Committee**

Special Skills or Qualifications

Summarize special skills and qualifications you have acquired from employment, previous volunteer work, or through other activities, including hobbies or sports.

Current Presidet of Pleasure Island Chamber of Commerce (since February 2017)
 Executive Director of Pleasure Island Chamber of Commerce (2010-2017)
 Board of Directors-Pleasure Island Chamber of Commerce 2006-2010
 Reynolds/Architecture - Owner/Architect (1980-Prtesent)

Previous Volunteer Experience

Summarize your previous volunteer experience.

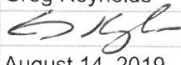
Carolina Beach Planning & Zoning Commission (2008-2017) 6 years as Chair
 Carolina Beach Board of Adjustments (2006-2008)
 CBP3 Director
 Carolina Beach LUP Committee (2006-2007)
 Carolina Beach Marketing Advisory Committee (2012-2015)-Serving as Secretary

Person to Notify in Case of Emergency

Name	Teresa Sandeford
Street Address	709 Canal Drive A2
City, State, ZIP Code	Carolina Beach, NC 28428
Home Phone	910-547-3254
Work Phone	
E-Mail Address	mosaicsbyreres@gmail.com

Agreement and Signature

I understand that this application is public record and I certify that the facts contained in the application are true and accurate. I understand that I must attend 75% of scheduled meetings in order to remain an active committee member. This application will remain on file in the office of the town clerk for 18 months.

Name (printed)	Greg Reynolds
Signature	
Date	August 14, 2019

Our Policy

It is the policy of this organization to provide equal opportunities without regard to race, color, religion, national origin, gender, age, or disability.

Thank you for completing this application form and for your interest in volunteering with the Town of Carolina Beach!



Submit



**Carolina Beach
BOARD APPLICATION**

BA-19-21

Received Date: August 22, 2019
Application Type: Ad-hoc Business and Economic Development Committee

NAME: Cathrine Robbins

LENGTH OF RESIDENCY: 2

Appointment to a Board, Commission or Committee will require your consistent attendance at regularly scheduled meetings. Are you available for:

- Evening Meetings
- Daytime Meetings

OCCUPATIONAL BACKGROUND: I'm a financial advisor with Ameriprise Financial with over 16 years experience.

EDUCATIONAL BACKGROUND: I hold a CFP and RICP designation and have BS in Finance

REASON FOR APPLYING: I want to become involved in the community and the towns future growth plan.

RELEVANT EXPERIENCE: Although I'm a fairly recent resident of Carolina Beach, I moved here because I value the "small" town family feeling I received when first visiting. As a financial advisor I look at the long-term perspective and goals and how someone may accomplish them. In addition, for the last 12 years I've worked as a consultant for other advisors office on how to increase efficiency and productivity.

COMMUNITY INVOLVEMENT: Although I don't have much volunteer experience, I'm looking forward to becoming more involved in our community. Previously I moved a lot due to school and job changes and never had the chance to be directly involved. With this being my final move, I want to become part of what I think makes this community so unique.

Please indicate if the following is true:

- You are a property owner within the community
- You or a family member is the owner of a local business in the community
- You have been convicted of a felony



**Carolina Beach
BOARD APPLICATION**

BA-19-28

Received Date: August 29, 2019
Application Type: Ad-hoc Business and Economic Development Committee

NAME: Daniel Tangredi
ADDRESS: 1309 Bonito Ln, Carolina Beach, North Carolina, 28428
TELEPHONE: 4073100697
EMAIL: dtcyrious@hotmail.com

LENGTH OF RESIDENCY: 6

Appointment to a Board, Commission or Committee will require your consistent attendance at regularly scheduled meetings. Are you available for:

- Evening Meetings
- Daytime Meetings

OCCUPATIONAL BACKGROUND: Business Owner

EDUCATIONAL BACKGROUND: Bachelor Degree in Marketing from University of Central Florida

REASON FOR APPLYING: I have been very eager to get involved in our committees.

RELEVANT EXPERIENCE: I've been a business owner in Carolina Beach for 5 years. Before owning a business I was a marketing consultant for a company that helped bring new customers to local businesses. When I graduated college I worked my way into a Director of Marketing position with a local software company.

COMMUNITY INVOLVEMENT: Throughout my time here in Carolina Beach I have donated time and money to several local charities.

Please indicate if the following is true:

- You are a property owner within the community
- You or a family member is the owner of a local business in the community
- You have been convicted of a felony



Carolina Beach
BOARD APPLICATION

BA-19-29

Received Date: September 2, 2019
Application Type: Ad-hoc Business and Economic Development Committee

NAME: Jason Wooten
ADDRESS: 104 Olde Mariners Way, Carolina Beach, NC, 28428
TELEPHONE: 7037861939
EMAIL: jasonjwooten@hotmail.com

LENGTH OF RESIDENCY: 4.5 years

Appointment to a Board, Commission or Committee will require your consistent attendance at regularly scheduled meetings. Are you available for:

- Evening Meetings
- Daytime Meetings

OCCUPATIONAL BACKGROUND: Director of Business Operations and Corporate Real Estate for large DC-based software company. Also own a local business in Wilmington, and a consulting firm based in CB.

EDUCATIONAL BACKGROUND: BS in Public Administration, George Mason University

REASON FOR APPLYING: Significant interest in this committee's goals, and lots of relevant experience.

RELEVANT EXPERIENCE: Have worked with multiple economic development organizations including Portland, OR; Dallas, TX; Austin, TX; Fairfax County, VA; Washington, DC; Montgomery County, VA; States of Texas, Virginia, and Maryland. Represented software company and applied for/negotiated for economic incentives related to office relocations and expansions.

COMMUNITY INVOLVEMENT: Member of Island Men 2015-present. Currently serve as Treasurer.
 Member of Operations Advisory Committee 2015-present. Currently serve as Vice Chair
 Operations Committee Liason to the Canal Drive Flooding Committee

Please indicate if the following is true:

- You are a property owner within the community
- You or a family member is the owner of a local business in the community
- You have been convicted of a felony

Jason J. Wooten

208 N. Dow Rd. Carolina Beach, NC 28428

jasonjwooten@hotmail.com

Cell: (703) 786-1939

NC Real Estate Broker License #297830

Record of success includes optimizing business processes, developing plans and programs to mitigate risk, and ensuring the highest quality of services are provided to employees, customers, and owners. Exceptional ability to grasp complex problems and implement solutions that maximize stakeholder returns. Excels in a fast-paced environment and embraces data and analytics to solve problems. Proven ability to communicate issues, risks, and resolutions to both external and internal clients at all levels.

Areas of Expertise

- | | | |
|---|--|---|
| * Management of corporate real estate portfolio | * Oversight of all global physical office and residential operations | * E-Commerce strategy and operations management |
| * Contract negotiation | * Procurement optimization | * Development of company policies |
| * Project management | * General legal review and guidance | * Travel team management |
| * Strategic partnerships | * Sales management and mentorship | * Administrative team leadership |

Professional Experience**Upper Deck Ventures, Inc.****January 2018 – Present*****President***

A boutique business consultancy firm providing services to a variety of local and national businesses in the retail, hospitality, non-profit, and technology sectors. Services include strategic planning, financial analysis, bookkeeping and payroll services, and commercial real estate & construction management.

Coastwalk Real Estate / Coldwell Banker Sea Coast Advantage**August 2017 – Present*****Commercial & Residential Real Estate Broker, REALTOR®*****Sit & Stay Ventures, Inc. ("The Dog House")****August 2016 – Present*****President & Treasurer***

Sit & Stay Ventures, Inc. is an S-corporation primarily providing pet care services through the trade name The Dog House. As company founder and president, my primary role is to manage and ensure the ongoing financial and operation health of the growing corporation.

Cvent (NYSE:CVT)**January 2006 – August 2016; June 2018 – present**

Beginning in sales in 2006, I progressively advanced within the organization from an entry-level sales associate to a senior manager in finance and business operations reporting directly to the CEO & CFO. Along the way, I was been involved with nearly every business unit in the company by managing enterprise-wide projects and facilitating the corporation's growth from a 70 employees as a small start-up in 2006, to a 2,000+ employee publicly-traded software company with a global footprint in 2016.

Director, Procurement & Business Operations***August 2019 – Present******Senior Manager, Business Operations******January 2013 – August 2016; June 2018 – August 2019***

Core Responsibilities: Oversee and manage various aspects of the business enterprise including a corporate real estate portfolio of 275,000 square feet across 15 locations spanning three continents. Negotiate all vendor contracts for facilities, professional services, software, office supplies, shipping & logistics, insurance, and other areas. Manage day-to-day e-commerce services which process over \$1.1 billion per year. Hire, train, and develop all administrative staff in US, Canadian, and European offices including reception staff, administrative and executive assistants, and coordination of site maintenance staff. Key project leader for all office renovations and new construction at all global facilities. Co-manage internal travel department to ensure the highest level of customer service while managing company spend efficiently and responsibly. Assist with legal and compliance inquiries in partnership with legal department.

Key Contributions & Accomplishments:

- * Led construction of \$9 million, 130,000 square feet off high-tech office space for corporate headquarters relocation. Project completed on time and under budget.
- * Primary negotiator of HQ lease valued at over \$40 million, including site selection and securing economic development funding from

state and local jurisdictions totaling \$2 million.

- * Managed architectural planning, general contractor selection, construction management, A/V design, and site selection for HQ relocation.
- * Successfully facilitated the relocation of 700+ employees over a single weekend without disruptions to any business operations.
- * Oversaw construction and relocation of additional offices in Portland, Atlanta, Los Angeles, London, and Canada.
- * Achieved over 25% in negotiated cost avoidance in CY 2015, significantly exceeding the internal goal of 15% and resulting in millions of dollars in annualized savings for the organization.
- * Developed and managed the implementation of a custom e-commerce engine serving hundreds of customers and generating millions of dollars in new sales revenue.

Manager, Operations

January 2012 – December 2012

Overview: Assist with the management of corporate real estate totaling approximately 100,000 square feet in seven locations. Manage day-to-day e-commerce services. Develop travel & expense policies. Ensure compliance with and manage company's GSA schedule governing sales to the US federal government. Involvement with financial analysis and providing business and legal guidance to the sales organization.

Key Contributions & Accomplishments:

- * First employee to serve in an Operations capacity in company history.
- * Managed multiple expansion projects at company HQ, including architectural design and construction management.
- * Oversaw additional expansion and relocation projects in Austin and Portland offices.
- * Achieved 20%+ in negotiated cost avoidance, exceeding corporate goal of 15% and resulting in millions of dollars in annualized savings.

Manager, Business Development

June 2008 – December 2011

Senior Business Development Executive

January 2006 – May 2008

Overview: Manage team of 20+ employees in sales & marketing. Team responsible for prospecting, qualifying, and selling software solutions to professional associates at the national, state, and local levels. Identifying core strategic and affinity partnerships within the meetings & events industry to further build Cvent's corporate brand to potential customers and partners. In addition, I was a quota-carrying (and exceeding) member of the sales team.

Key Contributions & Accomplishments:

- * Successfully trained and mentored several employees who currently serve as Senior Directors within the corporation.
- * Team exceeded quota every year and quarter under my leadership, while I exceeded personal quotas every quarter and year.
- * Grew the sales team from 3 employees to 10 while maintaining profitability, while achieving compounded sales growth of 40%/year.
- * Managed several of the most visible strategic partnerships in the industry, including global affinity contracts with Meeting Planners International (MPI), Association of Corporate Travel Professionals (ACTE), Professional Convention Management Association (PCMA), and American Advertising Federation (AAF).
- * Closed first sale after only 33 days of employment, then a company record.
- * Promoted from Associate, to Senior Associate, to Executive, to Senior Executive in 2 ½ years.

Select Awards & Recognition

2014: Cventer of the Year, Annual company-wide award of excellence awarded to 3 employees globally, Cvent

2012: Penny Pincher Award, Cvent

2005: John Godbold Award, awarded by staff to only one outstanding graduating senior in Public Administration, first ever recipient

2001: National Semi-Finalist in Student Congress, National Qualifier in Lincoln-Douglas Debate, National Forensic League

Community Service

2015 – present: active member of The Island Men, served as Director (2016-2017) and Treasurer (2018 – present)

2015 – present: member of the Operations Advisory Committee, Town of Carolina Beach; Vice Chairman 2019-present

2013 – 2014: Member of the Board of Directors, Fairfax (Virginia) Adult Softball Inc.

2011 – 2012: Co-Chair, Educational Development Committee, Meeting Professionals International Potomac Chapter

Education

Bachelor of Science, Public Administration, George Mason University

** References from former managers, employees, clients, or partners available upon request.*



**Carolina Beach
BOARD APPLICATION**

BA-19-26

Received Date: August 28, 2019
Application Type: Ad-hoc Business and Economic Development Committee

NAME: Maureen Lewis
ADDRESS: 1407 CROAKER LANE, CAROLINA BEACH, NC, 28428
TELEPHONE: 3104275656
EMAIL: bchrnunmaureen@yahoo.com

LENGTH OF RESIDENCY: less than 1 year

Appointment to a Board, Commission or Committee will require your consistent attendance at regularly scheduled meetings. Are you available for:

- Evening Meetings
- Daytime Meetings

OCCUPATIONAL BACKGROUND: 30+ years in retail/ eCommerce successfully identifying trends and growing category businesses. Collaborated with dozens of key brands (Levi's, CBS, Disney, Mattel, Apple, Roku) to partner on unique events and merchandise to increase business and visibility. In my non-profit work, I work closely with local and national brands and businesses on creating relevant partnerships that increase visibility and revenue.

EDUCATIONAL BACKGROUND: BA English Baylor University, Grant Writer Accreditation CFCC

REASON FOR APPLYING: I have recently retired and am eager to utilize my experience & skills to benefit my new beach town.

RELEVANT EXPERIENCE: Please see resume

COMMUNITY INVOLVEMENT: Currently on the Board for Wilmington's Newcomers Club, Chair for paws4people Derby4Dogs fundraiser, Board Member for Hermosa Beach Murals Project.

Please indicate if the following is true:

- You are a property owner within the community
- You or a family member is the owner of a local business in the community
- You have been convicted of a felony

Maureen Ferguson Lewiswww.linkedin.com/in/mflewis

1407 Croaker Lane

Carolina Beach, NC 28428

bchrunmaureen@yahoo.com

310-427-5656

Innovative and entrepreneurial "hands on" leader with multi-category experience in buying, planning & forecasting, product development and merchandising for e-commerce and brick & mortar environments * Proven track record of exceeding financial targets and profitability * Merchandising strategy execution * Strategic Partnerships * Strong contract negotiation & vendor management skills * Internal employee growth and retention * Building collaborative partnerships within and outside an organization * Profit/Loss (P&L) Management * CRM * Web Analytics * Content Management

Professional Profile**Belkin International, Inc.** (Playa Vista, California)Director of Global eCommerce**2011- 2018**

Responsible for defining, executing and managing the merchandise, brand and marketing strategy for Belkin's Direct to Consumer initiatives. Drive assortment strategies, marketing calendar and promotional strategies through product performance analysis, margin assessment and returns optimization. Manage day to day global operations including financial forecasting, fulfillment and customer service for Belkin.com, wemo.com and Linksys.com brands. Provide leadership to drive traffic, conversion, profitability, acquisition and retention. Responsible for new product web store launch strategy and execution, Manage PLA and CSE budgets. Create seasonal promotions, bundles and exclusive offers to mitigate retail partner conflict. Oversee customer acquisition strategy with Digital Marketing team. Identifying and implementing key 3rd party vendors/ tools to improve site performance, personalization and the customer experience. Implementing A/B testing, analyzing results and quickly creating & executing strategies supported by key findings

- Delivered YOY increases for all key KPI's- conversion rate (+23.4%), transactions (+35%), revenue (+35.8%) and AOV (+50%)
- Increased GP% by 20% within first quarter of Belkin.com launch and currently maintain a 54% margin
- Implemented best practices for SEO, landing page and product page rich content & design to increase organic search visibility 23% YOY
- Lead and Manage cross-functional teams creating and executing weekly e-blast, promotions, homepage and landing page updates resulting in 30% more site traffic YOY, increased Average Order Value and Average Units per Transaction and doubling CTR in 6 months
- Key stakeholder in transitioning legacy Linksys.com site with complete redesign & new platform on time
- Increased Linksys.com GP% by 14% within 6 months of acquisition
- Implemented Global Affiliate Program delivering 15% of total revenue growth in first 3 months after launch
- Established a global marketplace presence (eBay, Rakutan, Amazon) to increase brand visibility and successfully control excess inventory in channel
- Identify , negotiate and implement relevant 3rd party products to create exclusive online offers (Linksys Router + Roku, NASCAR die cast GWP)
- Partner with cross-functional teams to execute overall digital and marketing brand strategy and insure consistent messaging in all channels

Global Buyer**2009-2011**

Responsible for sourcing materials and vendors to meet the global demand needs for Laptop Soft Goods business including launch of new iPad and Kindle accessories. Negotiated and executed master supplier agreements with new vendors resulting in 10% savings.

- Delivered \$2.5M cost savings by leveraging Belkin's global spend of the \$215.0M indirect supply markets.
- Optimized the supply base through strategic sourcing, contract negotiations and management of all suppliers and spend in the global indirect goods and services.
- Established new Corporate Card and Purchasing Card programs adding additional \$2M to bottom line
- Defined, developed and successfully executed new global T& E Policy, PR and Packaging guidelines

Virgin Entertainment Group (Los Angeles, California)Divisional Merchandise Manager- Fashion, Accessories, Books, Magazines& Paper**2003-2009**

Developed long-term divisional strategies and prioritized annual initiatives supporting brand strategies and increased earnings. Developed assortment plans, including breadth, depth, price-point, and space allocation for each new product category. Grew business from 500K to 20MM in 3 years. Analyzed business to capitalize on opportunities and risks by utilizing reports and market information. Identified new business opportunities, fashion brands (i.e. Ben Sherman, Harajuku), and licenses, reacting quickly to trends. Planned, submitted, and managed departmental budgets. Developed strong vendor relations with contemporary junior & men's markets to include music and entertainment licenses, street and urban wear and pop culture brands.

- Established new contemporary men's, children's and junior apparel & fashion accessories categories
- Negotiated contracts with key vendors to finance \$5MM renovations in existing stores
- Executed new store planning to include space allocation, design of new fixtures and development of new shop concepts, introduced new categories and key brands to maximize sales per square foot
- Negotiated for exclusive product launches including Ben Sherman, Beatles Boutique, Girls Next Door, Lyrics & Madonna Tour 2006 programs
- Developed a fully vendor-funded yearly fashion training & development conclave for sales team
- YOY growth of consumer electronics by adding new brands including Apple, Sharper Image, and Oakley.
- Developed & designed the new Virgin licensed collection for all doors
- Recruited and developing staff that includes 5 buyers, 3 coordinators, allocators and planners
- Worked with IT to improve existing reports and develop new standard reporting across all divisions
- Developed retail merchandising visual directives, shipping manual, monthly receipt reports for stores and held in-store training workshops in a music retail environment to help stores with new product introductions.
- Supervised launch of new website www.virginmega.com to include look and feel of fashion pages, developing assortment, establishing marketing offers and customer tracking.

WeddingChannel.com (Los Angeles, California)Director of Merchandising**2000-2002**

Responsible for revitalizing a failing website and making it profitable within 3 months. Increased company's sales 137% and GM% by 61% in 2001 by developing/implementing highly effective business strategies, analyzing costs, focusing on vendor structure and merchandise assortment, managing OTB, renegotiating terms with vendors, and assessing retails.

Mattel (El Segundo, CA) Associate Marketing Manager-Barbie**1999-2000****ToyTime.com** (Torrance, CA) Buyer-Dolls and Accessories, Teen Gear, Gifts, Christmas Shop**1999-2000****Neiman Marcus** (Beverly Hills, CA) Department Manager/Buyer-Gift Galleries and Stationery**1995-1999****Neiman Marcus** (Atlanta, GA/ Dallas, TX) Manager / Buyer**1989 -1995****Bachelor of Arts in German and English**, Baylor University

Associations & Awards: LA MART Retailer of the Month, LA MART Retail Advisory Board 2009, Licensing Industry Merchandisers' Association (LIMA) Panel, Retail Solutions Merchandise Planning Panel 2007, Gerson Lehrman Group- Consultant

Community Leadership: Special Olympics Hermosa Beach Host Town Board 2015, Hermosa Beach Parks & Recreation Commissioner 2015-2019, Hermosa Murals Board of Directors 2014-current, Redondo Beach Recreation and Parks Commissioner 2009-2013, Families for a Safe Redondo 2008-2013, Hermosa Beach Centennial Co-Chair, Director of Leadership Hermosa 2004-2005, Hermosa Beach Cable Commission 2004-2006, Co-Chair of Hermosa Corps 2004-2006, Big Sister Mentor 2001-2004

Volunteer Experience

Redondo Beach Parks and Recreation Commission-City of Redondo Beach-Mar 2009 – Oct 2013

The Commission acts as adviser to the City Council in all matters pertaining to public recreation, including playgrounds and entertainment. Prepare, with the assistance of the Director of Recreation, an annual estimate for budget purposes for the funds necessary to carry on an adequate recreational program in the City, stimulate public interest in such recreation program and cooperate with schools located in the City and all other agencies relative to securing and developing a full and complete recreation program. Prioritized park funding, worked closely with private organizations that wanted to contribute equipment or upgrade facilities in order to utilize them.

Parks & Recreation Commissioner-City of Hermosa Beach Jun 2015 – Mar 2018

The Parks, Recreations and Community Resources Advisory commission serves in an advisory capacity to the City Council in all matters pertaining to the Department of Community Resources; cooperates with other governmental agencies and civic groups on the advancement of sound leisure, cultural, social services and educational programming; and formulates policies on the services, programs and lease agreements of the Department, subject to approval of the City Council. Key projects I managed: Pet Waste Issue, Greenbelt preservation, developed a uniform City facility leasing standard and liaison between city and businesses to optimize the Level 3 Special events, reviewed city facilities and prioritized repairs and upgrades based on how public was using these buildings.

Co-Chair Derby4Dogs-PAWS4PEOPLE INC Wilmington, NC Sep 2018 – May 2019

Co-chaired one of the biggest fundraisers for paws4people, an organization that trains and provides Assistance Dogs to veterans, children and those in need. Responsible for marketing, creating social media content, creating and maintaining event website and managing online silent auction which generated 4x revenue as the previous year. Fundraiser sold out prior to event which resulted in us booking a larger venue in 2020. Named Chairperson for 2020 event.

Board of Directors Wilmington Newcomers Club Wilmington, NC May 2019 – Present

Responsible for bringing in monthly speakers from the community to share local experiences, history and opportunities for the membership.

Board Member-HERMOSA BEACH MURAL PROJECT Apr 2014 – Present

Hermosa Beach Murals Project is a 501 (c) (3) non-profit foundation dedicated to beautifying the business district of Hermosa Beach through art. By curating themes, commissioning local artists and actively fundraising, this foundation aims to bring stunning murals to life. I redesigned & manage the website & Facebook pages and added shopping capabilities. I am also responsible for driving membership, partnering with local businesses to raise funds or in-kind sponsorships our unveiling events and PR/ Communications. I chaired the last 2 fundraisers and consistently double the revenue year on year.

Chair-Friends of the Parks presents Pets in the Park Hermosa Beach Jan 2014-May 2018

Created an annual event to educate the community on local pet regulations, offering discounted vaccinations, pet adoptions and bringing in the local pet businesses to create awareness. Residents could register their pets with city, meet the police dog, participate in Pet Tricks contest, Pet Blessing and Pet Parade. Attendance was about 250 and has become a South Bay favorite event.

Hermosa Beach Centennial City of Hermosa Beach Feb 2002- December 2007

Responsible for managing 45 volunteers, liaising with the city and community organizations, fundraising, budgeting and event planning for a year-long Centennial celebration for the city of Hermosa Beach. Designed and developed the centennial website, centennial merchandise, event branding, public relations/press releases. Directly responsible for creating and executing programs including Hands for Hermosa, 100 Yogis on the Beach, and Centennial Cocktail Contest and fundraiser. Raised over \$100K and no city funding was utilized for any Centennial event. .

Leadership Hermosa- September 2001- March 2018 President 2002-2003

Refined the Charter and Bylaws. Appointed a working Board of Directors to ensure the new organization would prosper and attract quality candidates. Recognized as on the best leadership programs in Southern California for training upcoming civic and community leaders.

Town of Carolina Beach Committee Application



Contact Information

Name	
Street Address	
City, State, ZIP Code	
Preferred Phone	
E-Mail Address	

Interests

Tell us in which areas you are interested in volunteering (check all that apply)

- Arts and Activities** (meets 3rd Wednesday of each month at 6:00 p.m. in the conference room)
- Board of Adjustment** (meets as needed on the 3rd Wednesday of each month at 6:30 p.m.)
- Freeman Park** (meets 4th Thursday of each month at 7:30 p.m. in the conference room)
- Harbor Commission** (meets 4th Wed. in Jan, Feb, Apr, May, July, Aug, Oct & Nov at 6:30 p.m. in conference room)
- Operations Advisory** (meets 1st Tuesday of each month at 10:00 a.m. in the conference room)
- Parks and Recreation** (meets 1st Monday of each month at 7:00 p.m. at the rec center)
- Planning and Zoning** (meets 2nd Thursday of each month at 6:30 p.m. in the council chambers)
- Police Advisory** (meets 1st Monday of each month at 7:00 p.m. in the conference room)
- Marketing Advisory Committee** (meets the 4th Tuesday of each month at 2:30 p.m. in the council chambers)
- Other**

Special Skills or Qualifications

Summarize special skills and qualifications you have acquired from employment, previous volunteer work, or through other activities, including hobbies or sports.

Previous Volunteer Experience

Summarize your previous volunteer experience.

Person to Notify in Case of Emergency

Name	
Street Address	
City, State, ZIP Code	
Home Phone	
Work Phone	
E-Mail Address	

Agreement and Signature

I understand that this application is public record and I certify that the facts contained in the application are true and accurate. I understand that I must attend 75% of scheduled meetings in order to remain an active committee member. This application will remain on file in the office of the town clerk for 18 months.

Name (printed)	
Signature	
Date	

Our Policy

It is the policy of this organization to provide equal opportunities without regard to race, color, religion, national origin, gender, age, or disability.

Thank you for completing this application form and for your interest in volunteering with the Town of Carolina Beach!





AGENDA ITEM

Meeting: Regular Town Council - 10 Sep 2019

Prepared By: Ed Parvin

Department: Executive

Closed Session to Discuss a Personnel, Attorney Client, and Real Estate Matter

ACTION REQUESTED:

Motion to go into closed session to discuss a personnel, attorney/client and real estate matter in accordance to NCGS 143-318.11(a)(3)(5) and(6).

The property being discussed is 316 Cape Fear Boulevard.

The matter being discussed is 19CVS2999 Stier Construction v Town of Carolina Beach