

Jeff Wenzel
Mayor

Thomas Hedrick
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Dexter Sholar
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Greg Hines
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Mayor Pro-Tem

Town of Holly Ridge

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Heather Reynolds, CMC
Town Manager

Tracy Martin
Deputy Town Clerk

HOLLY RIDGE PLANNING BOARD MEETING AGENDA AUGUST 26, 2021 SPECIAL MEETING 5:00PM

1. Call to Order

2. Moment of Silence/Pledge of Allegiance

3. Adoption of Agenda

4. Approval of May 18, 2021 PB Minutes

5. Joint Workshop with Town Council

- Discussion regarding Planned Unit Developments (PUDs) and being included within the Town's Zoning Ordinance
- Recommendation for Town Council consideration for Planned Unit Developments (PUDs)

6. New Business

Zoning Map Amendment—Town of Holly Ridge—Camp Davis Industrial Park, Inc.

- Request to rezone 2.63 acres at 501 US Hwy 17
- R-20 to Commercial

7. Board Questions/Comments

8. Adjournment

Section 7-3-20 PUD planned unit development district. The intent of this district is to achieve site design and land development of superior quality by encouraging flexibility and creativity while achieving the purposes of other districts in this zoning ordinance by departing from the strict application of use and dimensional requirements under certain conditions and imposing other requirements in lieu thereof.

The objective of the planned unit development is to encourage ingenuity, imagination, and flexibility of design efforts on the part of builders, architects, site planners, and developers to produce developments which are in keeping with density from the strict application of use, setback, height, and minimum lot size requirements of the zoning ordinance, which:

- * Permit a creative approach to the development of residential communities,
- * Accomplish a more desirable environment than would be possible through the strict application of minimum requirements of the zoning ordinance,
- * Provide for an efficient use of land resulting in smaller networks of utilities and streets and therefore lower housing costs,
- * Enhance the appearance of neighborhoods through the preservation of natural features, the provision of underground utilities and the provision of recreation areas and open space in excess of existing zoning, subdivisions, and comprehensive plan requirements,
- * Provide an opportunity for new approaches to home ownership, and
- * Provide an environment of stable character compatible with surrounding residential areas.

Section 7-4-17 Supplemental Planned Unit Development

1) *Permitted uses.* Uses permitted within the PUD zoning district will correspond with those of parent (principal) zoning district subject to any supplemental requirements as provided and conditions imposed by Town Council.

2) *General requirements.*

a) *Minimum size:* The minimum size of a planned unit development shall be ten (10) acres.
b) *Location:* The planned unit development shall have access to major streets without creating traffic on minor residential streets outside the district. It shall be adequately served by utilities or services approved by appropriate public agencies.

c) *Ownership:* Prior to **final approval** of the development land, evidence of the unified control of the entire site must be submitted and to include:

1. The proposed development in accordance with the planned unit development plans as submitted, and such conditions and safeguards as may be set by the Town Council in granting the rezoning;

2. Agreements, contracts, deed restrictions and sureties acceptable to Holly Ridge, North Carolina, for completion of such development according to plans approved at the time of the rezoning, and for continuing operating and maintenance to such areas, functions, and facilities as are not to be provided, operated, or maintained by Holly Ridge, North Carolina, pursuant to written agreement; and

3. Bind their successors in title to any commitments made in their petition.

d) *Density.* For purposes of this section of the zoning ordinance, the planned unit development site shall be divided into a maximum of three (3) residential density districts. The districts shall be as follows: low-density, medium density, and commercial district. The density for the entire planned unit development shall not exceed sixteen (16) units per gross acre. All lots

shall be consistent with Ocean Hazard and Estuarine Shoreline AEC standards for development under CAMA.

1. **Low density district (R-20/R-15).** The low density district shall be limited to one- and/or two-family detached or attached structures. Parcels shall be no less than 15,000 (15,000) square feet unless approved by Town Council with conditions that 20 percent of the gross acreage shall be for open space.

a. In an effort to encourage cluster development of housing units, minimum lot sizes may be reduced up to twenty-five (25) percent. In a cluster development no more than two (2) individual single-family units nor more than two-family units may be erected on a common wall.

b. In exchange for the increase in the net density of the low density district, the remaining portion of the land not devoted to lots shall be dedicated or devoted to common open space.

c. Setback requirements to follow those established for base district unless approved by Town Council. A minimum of ten (10) feet is required between structures.

2. **Medium density district (R-10/R-7.5).** The medium density district may include townhouses and/or duplexes in addition to single-family stick built or modular dwellings. No more than sixteen (16) units per gross acre shall be permitted in the medium density district.

a. Townhouses/Duplex shall follow standards established in Section 7-4-6 or as modified by Town Council. A minimum of ten (10) feet is required between structures.

b. Setback requirements to follow those established for base district unless approved by Town Council. A minimum of ten (10) feet is required between structures.

3. **Commercial district (C/NB).** The commercial density district shall include commercial development along road frontage at the prescribed allotment below and can include single-family stick built or modular dwellings and multi-family units. Multi-family units shall be at a maximum density of sixteen (16) units per gross acre. (See Section 7-4-6 for additional supplementary requirements)

a. Open space requirements.

1) As a prerequisite for approval of a planned unit development a minimum of fifteen (15) percent of the gross residential acreage shall be allocated to local open space for the use of the residents of the planned unit development.

2) Common open space must be used for amenity or recreational purposes and natural features worthy of preservation may be left unimproved. The buildings, structures, and improvements which are permitted in the common open space must be appropriate to the uses which are authorized for the common open space and must conserve and enhance the amenities of the common open space having regard to its topography and unimproved condition.

3) The developer shall make provisions to provide for the use, improvement, and maintenance of the common open space in a manner which assures its continuing use for its intended purpose and submit appropriate documentation for such action by way of agreement.

4) Setback requirements to follow those established for base district unless approved by Town Council. A minimum of ten (10) feet is required between structures and access provided around structures creating a courtyard no less than twenty (20) feet wide and accessible for emergency response vehicles.

5) Compatibility:

- 1) Commercial development shall be designed to blend with the character of the overall project and neighboring communities.
- 2) Commercial development shall be served internally. All parking lot areas shall be interconnected and installed as required per Article IX.
- 3) All landscaping, sidewalk and lighting ordinances shall be done in compliance with Article IX.

4) *Procedures for PUD approval.* A petition for rezoning land to a planned unit development district shall be submitted to the town planner in accordance with Article VII and to include:

a) A written statement shall accompany the rezoning petition containing the following information:

1. An explanation of the character of the planned unit development and the manner in which it has been planned to take advantage of the planned unit development regulations,
2. A statement of proposed financing,
3. A statement of present ownership of all land included within the development,
4. A general indication of the expected development schedule,
5. A plat or legal description of the total area within the planned unit development.

b) Preliminary development plan shall be submitted in accordance with preliminary plats for major subdivision review in Chapter 8.

c) The planning board shall review the preliminary planned unit development (including the rezoning and development plan) and shall forward its recommendation to the town council for consideration during public hearing based upon findings that:

1. The proposed planned unit development will not adversely affect the orderly development of Holly Ridge, as embodied in the zoning ordinance and in any land use plan or portion thereof adopted by the town,

2. The proposed planned unit development will not affect adversely the health and safety of residents or workers in the area and will not be detrimental to the natural environment or to the use or development of adjacent properties or the general neighborhood,

3. The proposed planned unit development will accomplish the objectives and will meet the standards and performance criteria as outlined.

d) Final development plan shall be submitted in accordance with final plats for major subdivision review in Chapter 8. The Zoning Administrator may approve minor changes in the final development plans which comply with the following criteria:

1. The total number of dwelling units and the total floor area is not increased,
2. The open space is in the same general location and in the same general amount or greater amount,
3. The number of stories in the building and the floor area thereof is not increased,
4. The roads and drives follow approximately the same course and have the same public or private rights therein.

5) *Design standards and performance criteria.*

1. Streets, access, buffering, sidewalks, etc. shall be required in accordance with all applicable Town ordinances and/or policies.
2. Access and circulation systems shall adequately provide for firefighting equipment, furniture moving vans, refuse collections and deliveries.

3. All areas of the planned unit development shall provide for underground installation all utilities, including power and telephone.



**Planning & Zoning Department
Staff Report
Zoning Map Amendment
Planning Board Meeting Date:
August 26, 2021 (Special Meeting)**

The Town of Holly Ridge, in association with Camp Davis Industrial Park, Inc. as the owner, is requesting a zoning map amendment for property located at 501 US Hwy. 17 from R-20 to Commercial.

<p>Applicant: Town of Holly Ridge</p> <p>Property Owner: Camp Davis Industrial Park, Inc.</p> <p>Parcel ID#: 033805 (Map #734-47.5)</p> <p>Current Zone: R-20</p> <p>Proposed Zone: C (Commercial)</p> <p>Acreage: 2.63</p> <p>Number of Properties: 1</p> <p>*Planning Board Action Required: Yes</p> <p>*Town Council Action Required: Yes</p> <p>Actions:</p> <ol style="list-style-type: none">1. Recommend Approval/Denial of the proposed rezoning, as presented in the Staff Report or with changes.2. Continue to a future date to obtain additional information or to further consider information presented. The next available meeting date is September 21, 2021.3. Determine consistency with the Holly Ridge Comprehensive Land Use Plan.	<p>Current Legal Use: Residential-Unoccupied</p> <p>Relevant History: Found within the Town’s corporate limits, the existing property is zoned as R-20 requiring the uses be residential. Existing on the property is a vacant single-family dwelling proposed for demolition due to the intended expansion of the Camp Davis Industrial Park. The properties found in the adjacent properties are also currently zoned R-20 North and South and across Hwy 17 from the property and Light Industrial located at the rear of the property where the Camp Davis Industrial Park is currently located.</p> <p>Summary of Key Issues: The Holly Ridge Comprehensive Land Use Plan, in particular the Future Land Use Map, designates this particular parcel as Commercial causing this request to be consistent with the Town’s plan.</p> <p>Staff Recommendation: Approval</p>
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OVERVIEW

The applicant is requesting a Zoning Map amendment from R-20 to C (Commercial). The purpose of the R-20 district is to stabilize established and/or planned single-family residential neighborhoods by providing a place for low density stick-built homes, modular homes and recreational uses and light agricultural purposes. Minimum lot area within the R-20 zoning district must be at least 20,000 square feet. The description of the Commercial District is provided below:

Commercial District purpose is to accommodate the development of retail, service and related businesses abutting major roadways throughout the town that cater to the traveling public with minimum lot areas of 15,000 square feet.

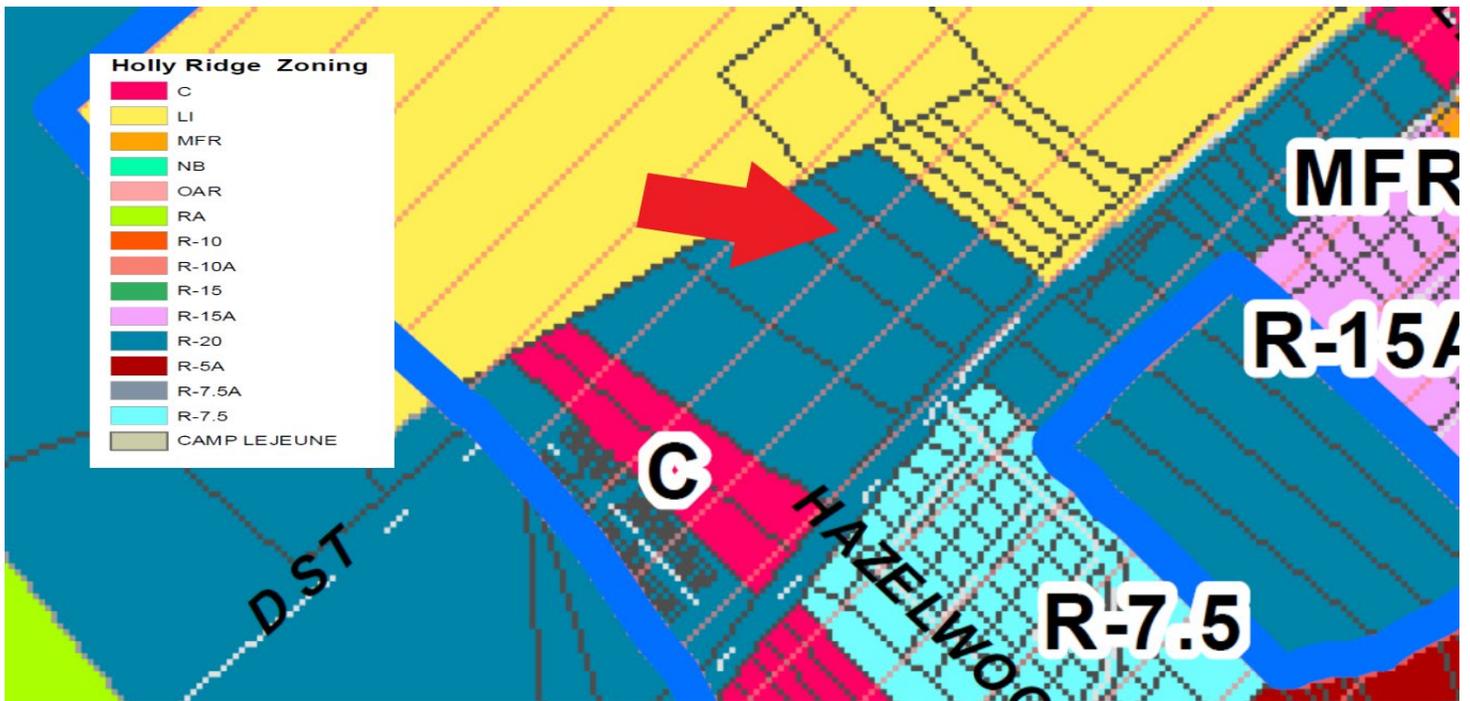
The underlined portion is provided by Staff as to highlight the area the Commercial District is found to be more appropriate and to stress the focal point related to public interest.

The surrounding properties consist of residential dwellings North of the property under discussion. Located South of the property is vacant, undeveloped parcels. The 2.63 acres of property in question also adjoins the Phase II area of the Camp Davis Industrial Park with this property being proposed for a second access for the Industrial Park. Across from the property in question is also found residential dwellings and uses.



Aerial of Property

The property is currently zoned R-20 with the adjoining properties to the North and South also being similarly zoned. At the rear of the property is the Light Industrial District consisting of the Camp Davis Industrial Park. Across Hwy 17 is found more R-20 designated zones with two (2) parcels zoned Commercial along Hwy 17 located South of this property.



Current Zoning of Property

PERMITTED USES

In reviewing a general zoning map amendment, consideration of all permitted uses must take place in approving or denying the request as submitted. The following uses are permitted uses within the Commercial Zoning District:

Multi-Family Dwelling (Apartment/Townhouses/Duplexes) (Special Use Permit)	Upper-Story Residential	Children's home	Family Care home
Nursing, convalescent, assisted living facility	Rehabilitation Facility	Accessory Apartment (Special Use Permit)	Accessory structures/uses
Temporary construction offices	Hotels/Motels	Greenhouse and/or nurseries (commercial)	Arts and graphics services
Auction house	Auto, truck and motorcycle sales	Auto supplies	Bakery
Banks and finance companies	Blueprints and drafting supplies	Boat repairs, sales, and service	Brick, tile and pottery yard (sales and service)
Camera and photography supplies	Convenience store	Dairy, meat and seafood market	Drinking establishments (bars/lounge/pub) (Special Use Permit)
Equipment rental	Farm supplies	Farm/heavy equipment sales and rental	Flea market (indoor/outdoor)
Floor covering store (sales and installation)	Food store (under 10,000 sq. ft.)	Gas or service station	Heating and refrigeration sales and service
Industrial supplies and equipment sales	Lawn and garden supplies	Lumber and building material sales	Manufactured home/recreational vehicle sales

Manufacturer's showrooms	Monument works/sales	Plumbing and heating supplies	Rental of vehicles
Residential development sales (office on-site)	Restaurant	Roadside stand	Shopping Center
Supermarket (over 10,000 sq. ft.)	Truck, farm equipment, heavy equipment, sales and service	Winery	Sales, service, repair and rental, not elsewhere listed
Cabinet shops (Special Use Permit)	Concrete products production	Metal machining, welding and fabrication shop	Woodworking fabrication shop
Animal hospital/veterinarian clinic	Auto detailing	Automatic teller machine	Barber and beauty shops
Building, cleaning and maintenance services	Car wash	Child care center	Coin operated laundry
College/university/technical college (Special Use Permit)	Computer and data processing services	Contractor's office	Detective agency
Dry cleaners (Special Use Permit)	Grading business	Heating and refrigeration repair shop	Kennel and animal shelters
Lawnmower Repair	Mental health, in patient (Special Use Permit)	Publishing and printing	Research activities
Tattoo/body piercing	Tire dealers and service	Office and commercial services not elsewhere listed	Aquarium
Church (including fellowship buildings)	Club and/or Lodge	Community centers-public	Fire and Rescue (EMS)
Government facilities	Hospital (human) (Special Use Permit)	Libraries	Liquor Store (ABC Store)
Museums	Parks and Playgrounds	Police Departments	Schools (elementary, middle, high, private)
US Postal Service	Adult Establishments (Special Use Permit)	Amusement park	Arcade
Baseball hitting ranges	Billiard or pool halls	Boat marina (Special Use Permit)	Bowling alley
Dance schools	Electronic Gaming Operation (Special Use Permit)	Firing Range, indoor (Special Use Permit)	Go-cart track (Special Use Permit)
Golf course, public/private (Special Use Permit)	Golf driving range (Special Use Permit)	Greenways	Health club
Livestock petting zoo	Miniature golf	Movie theaters (indoor)	Private recreation clubs (non-adult)
Skating Rink	Ambulance service	Bus garages	Bus terminal (Special Use Permit)
Convenience center (Special Use Permit)	Mini warehouse	Open storage facility	Parking lot (commercial)
Recycling collection center (Special Use Permit)	Truck/freight terminal (6 or fewer trucks)	Truck/freight terminal (more than 6 trucks) (Special Use Permit)	Vehicle for hire
Warehousing (Special Use Permit)	Wholesale distribution (Special Use Permit)	Public utility facility (substation)	Sewer system (private) (Special Use Permit)

Utility company operation center	Wireless communication tower/substantial modification (Special Use Permit)	Wireless communication facility, small cell/collocation	
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FUTURE LAND USE

The future land use designation for these sites and the adjoining sites is primarily Commercial. The Commercial zoning district is designated for high-density development and the location of the subject property, as well as that of the surrounding properties along Hwy. 17 are appropriately designated as high-density as this would conform closer to the stated purpose of the Commercial District. As previously stated, the Commercial District's purpose is to accommodate the development of retail, service and related businesses abutting major roadways throughout the town that cater to the traveling public with minimum lot areas of 15,000 square feet.



Future Land Use Map of Area

PLANNING BOARD POLICY CONSIDERATIONS

The Planning Board must consider each of the following guidelines in making their recommendation to the Town Council.

(A) The proposal will place all property similarly situated in the area in the same category, or in appropriate complementary categories.

Surrounding properties found within the area are zoned R-20 and Light-Industrial. The adjoining properties are residentially zoned and utilized for residential uses. The location of the Camp Davis Industrial Park behind the property in question would allow for similar uses to be located on this property if commercially zoned.

(B) There is convincing demonstration that all uses permitted under the proposed district classification would be in the general public interest and not merely in the interest of an individual or small group.

The purpose of the C district is to encourage more uses directed toward recreation and entertainment for the public. As part of the purpose of the Commercial zoning district, the requested rezoning would accommodate the development of retail, service and related businesses abutting major roadways throughout the town that cater to the traveling public. The proposed district classification would be in the general public interest as additional commercial options would be available for them, especially for those traveling.

(C) There is convincing demonstration that all uses permitted under the proposed new district classification are appropriate for the area included in the proposed change.

Being as the property is located on Hwy. 17, the proposed new district classification would be appropriate as this highway is a major corridor for the traveling public. The variety of permitted uses would afford options directed to commercial endeavors that would both enhance the area for the public that travel or that could potentially conduct business within Holly Ridge.

(D) There is convincing demonstration that the character of the neighborhood will not be materially or adversely affected by any use permitted in the proposed change.

Being the diversity of districts and land uses currently existing in the area, particularly the Light Industrial District, there appears to be no convincing demonstration that the character of the neighborhood would be adversely affected if developed in accord with the listed permitted uses.

(E) The proposed change is in accord with the Holly Ridge Comprehensive Plan, and any other officially adopted plan.

As provided in this commentary, the proposed change would be in accord with the Holly Ridge Comprehensive Plan as the future designation of this property is Commercial.

Actions & Consistency Statements

Action A: Recommend Approval

Motion to recommend approval of the following resolutions: RESOLVED, that the Town of Holly Ridge Planning Board hereby finds the amendment to the Zoning Map is consistent with the Town's comprehensive plan (Town of Holly Ridge Comprehensive Land Use Plan) as the future land designation is Commercial and that it is reasonable and in the public interest because the property is located along a major corridor and the more commercial options for the traveling public would be beneficial and forwards the included Consistency Statement to the Holly Ridge Town Council.

Action B: Recommend Denial

Motion to recommend denial of the following resolution: RESOLVED, that the Town of Holly Ridge Planning Board hereby finds the map amendment to the Official Holly Ridge Zoning Map is (i) consistent/inconsistent with the Town's comprehensive plan (Town of Holly Ridge Comprehensive Growth Strategy) stating that _____

And (ii) that it is not reasonable and in the public interest because it will _____

Staff Recommendation

Town Staff recommends **APPROVAL ON THE CONDITION OF THE PURCHASE OF THE PROPERTY** of this requested zoning map amendment as it is submitted. Per the included application, the request is to rezone 2.63 acres on property located at 501 US Hwy. 17.

The existing buildings located on the property is proposed to be removed in order to provide another access point for the Camp Davis Industrial Park. The location of additional property along Hwy. 17 would also complement other commercial uses, both that are presently existing and for future prospects.

Additionally, the Comprehensive Land Use Plan indicates high-impact commercial developments should be located along the major thoroughfares within Holly Ridge. One location of such development is along Hwy. 17 and this subject property would complement this designation.

The creation of additional commercial districts along Hwy. 17 would also provide additional options for Holly Ridge to offer for potential commercial endeavors.

A public hearing will be scheduled before Town Council during their next regular meeting scheduled for September 14, 2021 at 6:00pm in order to discuss this matter.

Town of Holly Ridge

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GENERAL ZONING APPLICATION

Application Number: _____ Date Submitted: 08/17/2021

Application Fee: \$ 300.00 Receipt Number: _____

Request for: Appeal Variance Conditional Use Rezoning Annexation

Applicant: Town of Holly Ridge Owner: Camp Davis Industrial Park

Address: 212 N. Dyson Street, Holly Ridge, NC 28443

Telephone: 910-329-7081 Cell Number: 910-803-4227

Purpose of Permit: Rezone parcel from R-20 to Commercial

Property Location: 501 US Highway 17, Holly Ridge, NC 28445

Parcel ID Number: 033805

Lot Size: 2.63 acres Square Foot: _____ Zoning District: R-20

Number of Buildings to Remain: 0 Gross Floor Area to Remain: _____

Number Proposed Buildings: 0 Floor Area of Proposed Buildings: _____

Total Acreage of Land to be Disturbed _____ Estimated Cost of Project: \$ _____

If needed to illustrate appeal or request for variance, attach plot plan. Also, a survey of the site prepared by a registered surveyor licensed to practice in North Carolina may be required.

Heather Reynolds
Signature of Applicant

8/17/21
Date

[Signature]
Signature of Owner

8/17/21
Date

A FEE WILL BE REQUIRED AT SUBMISSION OF THIS APPLICATION PER CURRENT ADOPTED FEE SCHEDULE.