

Dexter Sholar  
Councilmember

Greg Hines  
Councilmember

Rena Bragg  
Councilmember

Pamala Hall  
Mayor Pro-Tem

# *Town of Holly Ridge*

*Post Office Box 145  
Holly Ridge, North Carolina 28445*

*Telephone (910) 329-7081  
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Heather Reynolds, CMC  
Town Manager

Tracy Martin  
Deputy Town Clerk

## **HOLLY RIDGE PLANNING BOARD MEETING AGENDA December 21, 2021 6:00PM**

- 1. Call to Order**
- 2. Moment of Silence/Pledge of Allegiance**
- 3. Adoption of Agenda**
- 4. Adoption of 2022 Planning Board Meeting Schedule**
- 5. Approval of October 19, 2021 PB Minutes**
- 6. New Business**
  - A. Preliminary Plat—Folkstone Woods**

Review and determination of preliminary plat submitted by Tidewater Associates, Inc. for continued expansion of the Landings of Folkstone subdivision
- 7. Board Questions/Comments**
- 8. Adjournment**



**Planning & Zoning Department  
Staff Report  
Preliminary Plat:  
Landings at Stump Sound Subdivision  
Planning Board Meeting Date:  
December 21, 2021**

Proposal for the Landings at Folkstone subdivision. The attached Preliminary Plat is required as part of the subdivision approval procedure for the Town in accordance with 8-25.3 of the Subdivision Ordinance. The applicant is seeking preliminary plat approval for another phase of the Landings at Folkstone subdivision located on Folkstone Road. This proposed phase is under the name of Folkstone Woods

**Applicant:** Tidewater Associates, Inc.

**Developer:** Folkstone RP, LLC

**Planning Board Action Required:** Yes

**Town Council Action Required:** No

**Actions:**

1. Approve the Preliminary Plat as submitted or with conditions.
2. Approve the Preliminary Plat with recommendations for change.
3. When a significant amount of change is recommended, the Planning Board may require that the plat be resubmitted with the changes for approval.
4. Disapprove the plat.

## **OVERVIEW**

Section 8-25.3 of the Town's Subdivision Ordinance requires that a Preliminary Plat be submitted and approved prior to applicant submittal of a Final Plat. Once the Preliminary Plat is approved the applicant may proceed with construction of the required improvements that will serve the site.

The Landings at Folkstone is an existing subdivision that originally received Master Plan approval around 2011. During that time, it was proposed that this development would be completed in phases. The majority of the property, if not all, has already received preliminary and final plat approval in the past with both occupied dwellings and dwellings under construction currently existing.

In researching this proposed development, Staff was able to ascertain that this development was proposed for both single-family and duplex (multi-family) dwellings to be constructed. The proposed preliminary plat considered under this application is for approximately six (6) acres located along Folkstone Road with intentions for duplex (multi-family) dwellings.

## **TECHNICAL REVIEW COMMITTEE COMMENTS**

### ONWASA – Wynne Ray:

The Folkstone Woods plan is approved and they may proceed with permitting the project.

### NCDOT—Douglas Racine:

Mr. Racine provided the following comments associated with the originally proposed entry/exit points for this portion of the subdivision:

Currituck Drive, and Pamlico Drive are not state roads. However, the proposed design would not be acceptable if the roads were state maintained. Also, we would not recommend the Town approving the design due to safety concerns. We did speak with Tidewater about their original proposal of 10 driveway connections to Folkstone Road and we did not want that many connections to the road due to safety and traffic concerns.

After an alternative design was provided to Mr. Racine, he provided the following:

We have reviewed the latest proposal. With the pink connection being proposed on a non-state-maintained road we would recommend that option over the green option. The pink design alleviates any safety concerns that would negatively impact Folkstone Road, or Currituck Drive.

## **STAFF COMMENTS**

All lots provided on the Preliminary Plat are in compliance with the minimum lot size of 15,000 square feet per the R-15 zoning district. As previously approved under the Master Plan, it appears the use of the property is compliant with those reviews and approvals. Proposed hydrant locations and street widths appear to comply with the Town's ordinances as well.

It is pertinent to note the following should be considered during the course of this review:

- While NCDOT has provided their recommendation for this project, the Town's Subdivision Ordinance in Section 8-36.9(E)(3) states that "intersections with arterials, collectors and thoroughfares shall be as required by the North Carolina Department of Transportation...". Additionally, Section 8-36.9(E)(4) states that "no two (2) streets may intersect with any other street on the same side at a distance of less than four hundred (400) feet measured from center line to center line at the intersections."

In consideration of this project as is currently proposed versus the time the original Master Plan was approved, a new elementary school has since been constructed farther down Folkstone Road. This was the basis for the original comments submitted by NCDOT. Another aspect that may need to factor in is the location of the wetland areas noted on the submitted site plan and how entry points may or may not be hindered.

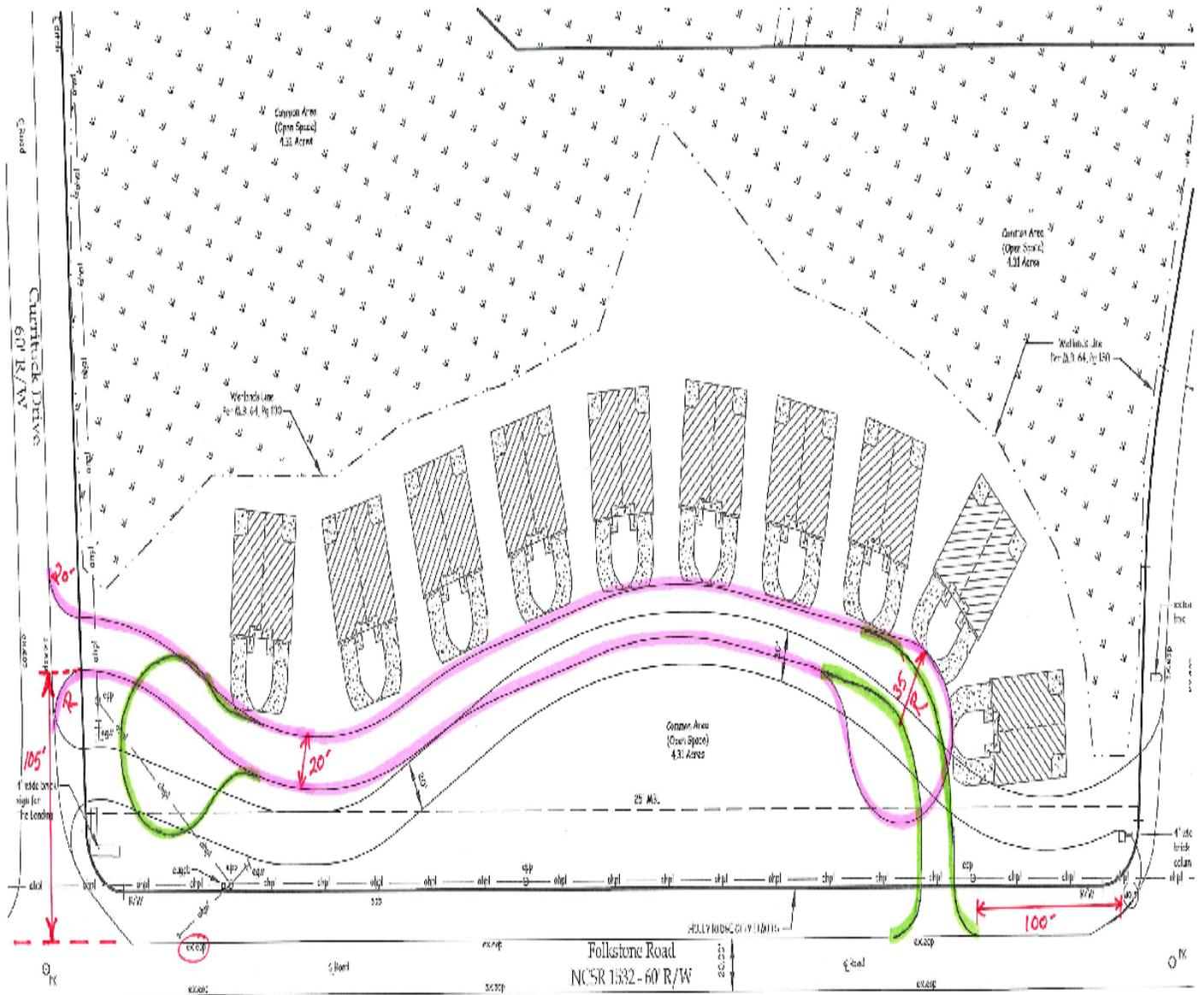
- When the original plan was approved, including subsequent approvals of preliminary plans, the property and development was under the control of the current owner. As such, the permitting for stormwater was under the name of the previous owner and has not been updated to reflect the name of current ownership. Staff has requested numerous times, since April 2020, to receive the updated permit for stormwater control without said permit being received. Under State requirements, if a stormwater permit is not updated to reflect the change of ownership, it is invalid. Additionally, under the coverage of the previous stormwater permit related to the number and types of dwellings, it is Staff's opinion that this is also not currently accurate. The applicant has expressed they have resubmitted on October 14<sup>th</sup> all the additional requested information to the State and their client has addressed all field compliance items from the State's recent site inspection. Their resubmittal for the Permit Transfer is currently under review for approval.

Staff recommends conditional approval of the Preliminary Plat subject to the following:

1. Submission of a new preliminary plat reflecting the addressed intersection changes as recommended by NCDOT;
2. The submission of an approved stormwater permit reflecting current conditions of the entire subdivision (ownership, housing type/numbers, etc.).







Folkstone Woods - Layout w/ C.D.S.

SCALE: 1" = 50'

- ~ Option 2
- ~ Option 1

8/24/11  
12/1/11

**Road Alternates**

# Town of Holly Ridge

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## SUBDIVISION APPLICATION

Date Submitted : 11/9/21

Name of Subdivision : FOLKSTONE WOODS

Location (Road Name & SR Number) : FOLKSTONE RD (SR 1532) - INTERSECTION W/ LURRITUCK DR.

Township : STUMP SOUND Parcel ID Number : 154331

Type of Plan : Major Sketch  Major Preliminary   
Major Final  Rural   
Minor Preliminary  Minor Final   
*Please make check payable to the Town of Holly Ridge.*

Site Data :  
Total Acreage : 6.01 AC. Number of Lots : 20  
Smallest Lot : 3,427 SF (LOT 2A) Average Lot Size : 3,717 SF  
Zoning District : R-15

Infrastructure: (Check appropriate type)  
Water Supply : ONWASA  Individual Well  Community System   
Sewer Type : Individual Septic  Comm System  ONWASA  Pluris   
Streets : Public  Private

Surveyor/Engineer : TIDEWATER ASSOCIATES, INC.  
Address : 306 NEW BRIDGE STREET, JACKSONVILLE, NC 28541  
Telephone : 910-455-2414 Fax : N/A  
Email Address : JCOSGROVE@TIDEWATERENC.COM

Developer : FOLKSTONE RP, LLC  
Address : P.O. BOX 1066, JACKSONVILLE, NC 28541  
Telephone : 910-546-1952 Fax : N/A  
Email Address : WANGERINSTEVE@YAHOO.COM

Property Owner : SAME AS DEVELOPER ABOVE  
Address : \_\_\_\_\_  
Telephone : \_\_\_\_\_ Fax : \_\_\_\_\_  
Email Address : \_\_\_\_\_

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

## PLANNING BOARD

### 2022 APPLICATION DEADLINES—MEETING DATES

<b>FILING DEADLINE DATES</b>	<b>MEETING DATES</b>
December 17, 2021	January 18, 2022
January 14, 2022	February 15, 2022
February 18, 2022	March 15, 2022
March 18, 2022	April 19, 2022
April 15, 2022	May 17, 2022
May 20, 2022	June 21, 2022
June 17, 2022	July 19, 2022
July 15, 2022	August 16, 2022
August 19, 2022	September 20, 2022
September 16, 2022	October 18, 2022
October 14, 2022	November 15, 2022
November 18, 2022	December 20, 2022

Meetings are held in the Town Hall Council Chambers and begin at 6:00pm, unless otherwise specified. Applications must be filed by 4:00pm on the filing deadline. Completed applications should be submitted to the Town of Holly Ridge Community Development Department to include payment.