

# MAJOR SITE PLAN STAFF REVIEW & REPORT



Hearing Date: NA

Case File #: Kingfish Bay Amenity Center

General Description: Staff review and report for a Private Community Center in the BB-1 Zoning District.

- Town Initiated
- Citizen Initiated
- Site Plan Review

Applicant(s): Alan Lewis, East Coast Engineering

**APPLICATION OVERVIEW:**

The Sunset Beach Planning & Inspections Department has received an application for a site plan to construct a Private Community Center (as defined below) in the BB-1 Zoning District.

**Private Community Center**

To include but not be limited to beach clubs, cabana clubs, property owners association facilities, and similar type uses. A building or facility owned or operated by an incorporated, unincorporated, chartered association, or an individual or individuals nominated by such entities for the purpose of engaging in social, civic, educational, recreational, cultural, or similar activities; but not for profit or to render a service that is customarily carried on as a business for the benefit of its members.

**STAFF COMMENTARY**

This use is currently permitted with supplemental regulations in the BB-1 Beach Business District. According to 7.11 Private Community Centers, an exception is granted for such uses that are located outside of the respective subdivision when located in BB-1.

## Department of Planning and Inspections

### STAFF REVIEW

Based on staff review, the proposed site plan is in accordance with the provisions of the Town's UDO. All necessary information has been provided to the Town as a prerequisite to Planning Board approval.

Prior to issuance of a building permit, the applicant will be required to provide to the Town a County Stormwater Permit, NC Stormwater Permit (or exclusion letter), a Fill and Grade Permit, and a Flood Plain Development Permit. Ancillary items such as signage and lighting will also be addressed through the building permit process. An overview of the required site plan information is provided below.

REQUIRED INFORMATION	STAFF COMMENT
A key map of the site with reference to surrounding areas and existing <b>street</b> locations.	Satisfied.
The name and address of the owner and <b>site plan applicant</b> , together with the names of the owners of all contiguous land and of property directly across the <b>street</b> as shown by the most recent tax records.	Satisfied.
<b>Lot line</b> dimensions.	Satisfied.
Location of all structures, <b>streets</b> , entrances, and exits on the site and on contiguous property directly across the <b>street</b> .	Satisfied.
Location of all existing and proposed structures, including their outside dimensions and elevations.	Satisfied. Per the BB-1 Zoning District, no structure shall be permitted beyond 125' south of the Main Street property line.
<b>Building setback</b> , side line, and <b>rear yard</b> distances.	Satisfied. The applicant must limit the building lot area to no greater than 150' from Main Street property line.
Topography showing existing and proposed contours at two (2) foot intervals. All reference benchmarks shall be clearly designated.	Satisfied.

**Department of Planning and Inspections**

REQUIRED INFORMATION	STAFF COMMENT
<p>Parking, loading, and unloading areas shall be indicated with dimensions, traffic patterns, <b>access</b> aisles, and curb radii per the requirements of Article 9, Part II.</p>	<p>Satisfied. Applicant has met the required parking spaces and will be using a clean washed #57 stone in the parking lot which is considered to be a dustproof material. Note: Per NC General Statutes, this stone material is not considered to be an impervious surface despite being identified as such in the Town’s UDO.</p>
<p>Improvements such as roads, curbs, bumpers, and sidewalks shall be indicated with cross-sections, design details, and dimensions.</p>	<p>Satisfied. Applicant has provided appropriate design details for site plan approval.</p>
<p><b>Landscaping</b> and <b>buffering</b> plan showing what will remain and what will be planted, indicating names of plants, trees, and dimensions, approximate time of planting, and maintenance plans per the requirements of Article 10.</p>	<p>Satisfied. Applicant satisfies the landscaping and buffering requirements of the UDO. Minimal vegetation exists on site. Failure to maintain installed landscape material will result in a violation of the UDO.</p>
<p>Lighting plan indicating type of standards, location, radius of light, and intensity in foot candles per the requirements of Article 9, Part III.</p>	<p>Recommend waiving requirement. Applicant has noted on site plan that if lighting is to be installed it shall be in accordance with the provisions of the UDO. Additional notation is provided stating that no fixture shall be greater than 25’ in height and that installed lights shall be compliant with the provisions of Section 9.22 Sea Turtle Protection. Building, electrical, and/or sign permits will state that the applicant must comply with the requirements of this section, and the requirements of this section must be met prior to the final inspection on the permit.</p>
<p>Location, dimensions, and details of <b>signs</b> per the requirements of Article 11.</p>	<p>Recommend waiving requirement. Applicant must apply for a separate permit if signs are to be used in the future.</p>
<p>North arrow.</p>	<p>Satisfied.</p>

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REQUIRED INFORMATION	STAFF COMMENT
<p>Public <b>access</b> shall be provided in accordance with the recommendations of the Town's land use plan and <b>access</b> plan or the present amount of public <b>access</b> and public parking as exists within the Town now. If any recommendations are found to conflict, the system requiring the greatest quantity and quality of public <b>access</b>, including parking, shall govern.</p>	<p>Satisfied. No public access required.</p>
<p>Location of all 404 <b>wetland</b> areas, areas of environmental concern as defined by 15A NCAC 7H, and shoreline <b>development</b> boundaries.</p>	<p>Satisfied. Applicant has noted that no wetlands are found on site and indicated the location of the first line of stable natural vegetation.</p>
<p>A rendering or drawing of the proposed building shall be provided which shows all sides of the structure. For commercial structures, exterior design shall comply with Article 9, Part I.</p>	<p>Satisfied. The building design conforms to the standards of Article 9, Part 1.</p>
<p><b>Storm drainage</b>, sanitary waste <b>disposal</b>, water supply, and garbage <b>disposal</b> shall be reviewed and considered. Particular emphasis shall be given to the adequacy of existing systems, and the need for improvements, both on-site and off-site, to adequately carry run-off and sewage, and to maintain an adequate supply of water at sufficient pressure.</p>	<p>Recommend waiving requirement. Applicant will be required to obtain a County Stormwater Permit prior to issuance of a Town Building Permit. Applicant has also noted that through site plan review with a County Stormwater Official that the proposal is in conformance with the requirements of the Stormwater Ordinance.</p>
<p>Eight (8) paper copies.</p>	<p>Satisfied. Applicant has provided ten copies to the Town.</p>