



MEMORANDUM

Town of Nags Head

Planning & Development Department

To: Board of Commissioners
Planning Board

From: Kelly Wyatt, Planning Director

Date: February 24, 2022

Subject: Planning and Development Director's Report (G-1)

This memo provides an overview of selected Planning and Development Department activities, projects, and initiatives. If requested, Staff will be prepared to discuss any of this information in detail at the Board of Commissioners meeting on March 2, 2022.

Monthly Activity Report

Attached for the Board's review is the *Planning and Development Monthly Report for December 2021*. In addition to permitting, inspections, code enforcement, and Todd D. Krafft Septic Health Initiative activities, Staff was involved in the following meetings or activities of note during the month:

- Thursday, February 3rd – OBX CRS Users Group, Risk Rating 2.0
- Thursday, February 3rd – ETIPP Meeting
- Wednesday, February 9th – AIA Meeting
- Wednesday, February 9th – Committee for Art and Culture Meeting
- Friday, February 11th – EV Action Plan Meeting
- Tuesday, February 15th – CSI Comprehensive Review as Community Partner
- Tuesday, February 15th – Planning Board Meeting
- Friday, February 25th – EV Action Plan Meeting

Review of Residential Stormwater Regulations

At their meeting on Tuesday, January 18, 2022, the Planning Board voted unanimously to recommend approval of the residential stormwater regulation text amendment as presented. The Board of Commissioners will conduct the Public Hearing for consideration of this item at their February 2, 2022, meeting.

Planning Board - Pending Applications and Discussions

The Planning Board's most recent meeting was held on February 15, 2022 and included a presentation of the draft Decentralized Wastewater Management Plan by Holly Miller of Tetra Tech and recommended approval of a zoning map amendment for the redesignation of the property located at 2110 S. Pond Avenue (Water Plant) from SED-80, Special Environmental District to C-3, Commercial Services. The Planning Board also received updates on the Resilient Coastal Communities Program and the EV Action Plan.

The Planning Board's next meeting is scheduled for March 15, 2022. At this time, the agenda is expected to include a discussion item on how existing town ordinances regulate tree removal and tree protection as well as updates on the Resilient Coastal Communities Program and the EV Action Plan.

Board of Adjustment – Pending Applications

There were no items for Board of Adjustment consideration in February 2022.

Additional Updates

- **Decentralized Wastewater Management Plan** – Prior to receiving a presentation of the of the Draft Decentralized Wastewater Management Plan at their February 15, 2022 meeting, the Planning Board was given the Plan to review and provide feedback to staff and the consultant for incorporation into the document. The Board of Commissioners will be provided with a presentation of the Draft DWMP at their March 2nd, 2022 meeting, along with a hard copy and digital version for their review. No action is being requested at this time, only that the Board of Commissioners begin to review the document. In order to give the Board of Commissioners adequate time to review the document and have any necessary adjustments incorporated, we do not anticipate the consideration of adoption of the Plan until the Boards May 4th, 2022 meeting. No Advisory Committee meetings are scheduled at this time. The project website can be accessed [HERE](#).
- **Estuarine Shoreline Management Plan** – The consultant and staff are beginning to develop a survey that will be available to the community following the next Advisory Committee meeting. At the March 7th Advisory Committee meeting, the consultant will share an engineering update as well as discuss values important to the committee. The project website can be accessed [HERE](#).
- **CAMA Land Use Plan Update** – The CAMA Land Use Plan has been received by the Division of Coastal Management, is currently under review and we are within our 45-day period awaiting certification.
- **NC Resilient Coastal Communities Program** – The VHB consulting team met with Town staff to gain input on the vision and goals for the project and a better understanding of other current Town efforts/initiatives that may relate to resiliency. Additionally, staff and the consultant, Candice Andre, met with the MEM students conducting the EV Action Plan as well as the Energy Transitions Initiative Partnership Project (ETIPP) Project staff to discuss how to better integrate energy resilience into the Town's efforts for overall resiliency. On February 15th, Candice attended the Planning Board meeting to update and discuss the project as well as conduct a goal setting exercise. Staff will continue to work with VHB to complete the scope of work. More information on the project is available at <https://www.nagsheadnc.gov/1068/Resilient-Coastal-Communities-Program>.

- **SolSmart** - The Town is working with the SolSmart Initiative to determine if the Town is eligible for recognition for solar energy technology. The U.S. Department of Energy's Solar Energy Technologies Office (SETO) funds SolSmart, a national designation and technical assistance program. SolSmart recognizes local governments that have taken key steps to address barriers to solar energy and provides no cost technical assistance to accelerate the development of local solar energy markets. More information on SolSmart is available at <https://solsmart.org/>.
- **Electric Vehicle Action Plan** – Duke MEM (Masters of Environmental Management) students are currently conducting stakeholder interviews have developed a survey for Planning Board members to participate in. Upcoming stakeholder meetings include Dominion Energy, the Dare County Tourism Bureau, an electrician, key staff, and business owners. A first draft of the action plan will be available to staff and the Planning Board the first week in March. A final draft of the EV Action Plan is anticipated to be received in May 2022.
- **ETIPP Project/Program** – Staff has worked with the ETIPP team to develop a list prioritized resilience goals and associated metrics. Staff has provided a list of critical facilities to the ETIPP team and are working to identify the functions these facilities provide during an emergency. The ETIPP team is moving into a second phase of the work which will integrate load data and other facility parameters to assess optimization alternatives for the energy system.
- **NC AIA Activate Technical Assistance** – Staff and a team from NC AIA and NC State, utilized stakeholder feedback to identify energy and water conservation measures appropriate for incorporation into the Residential Energy and Water Conservation Guide. Staff will be meeting with NC State Design staff to build out a draft of the guide over the next month.
- **Whalebone Park: Phase 1 Planning** – Following the February 2nd presentation of conceptual designs, Senior Environmental Planner, Kate Jones scheduled various community engagement opportunities such as a newsflash on social media outlets to solicit ideas, scheduled a public meeting on March 3rd from 4:30pm to 7pm which has also been advertised on the Dare County Schools online information portal. Presentations have also been scheduled to be given to the Nags Head Art and Culture Committee, the Nags Head Planning Board and at the upcoming OBX Mommy and Me Board meeting. These efforts will be beneficial in the scoring component for the Parks and Recreation Trust Fund Grant we will be seeking.
- **LID Stormwater Demonstration Project** – Planning staff has met with Public Works staff to review the scope of work to prep the rain garden area and install the pipe connection from the downspout. Most of the rain garden plants and materials have been ordered and staff is working with the gutter contractor to confirm dates for installation.
- **Dominion LED Amber Streetlight Pilot Project** – Following the installation of eight (8) amber “turtle friendly” light fixtures at various beach accesses within the

Town, Dominion Energy has requested feedback on which fixtures and light displays that are the most desirable for the Town. The Board of Commissioners will be provided with the beach access and cut sheet for the light fixture installed at each access if they are interested in assessing these locations and providing feedback. Once we provide Dominion with our preferred fixture, they will utilize that fixture as they transition to LED fixtures.

- **Dowdy Park Events/Farmers Market/Holiday Markets** –The Committee for Art and Culture be providing an update on the 2021 Season to the Board of Commissioners at their March 2, 2022 meeting.

Upcoming Meetings and Other Dates

- Monday, February 28th – Grant training
- Week of March 1st – Discuss Town's energy related projects with Dominion.
- Wednesday, March 2nd – Board of Commissioners Meeting
- Thursday, March 3rd - OBX CRS Users Group
- Thursday, March 3rd – Whalebone Park Public Meeting
- Monday, March 7th – Estuarine Shoreline Mgmt. Meeting – AC Meeting # 2
- Tuesday, March 8th – Meeting with Brittany Shipp re: Whalebone Park PARTF
- Wednesday, March 9th – Committee for Art and Culture Meeting
- Thursday, March 10th – Energy and Resiliency Project Meetings
- Friday, March 11th – EV Action Plan Meeting
- Tuesday, March 15th – Planning Board Meeting
- Wednesday, March 23rd – Present DWMP at WRR
- Friday, March 25th – EV Action Plan Meeting
- Friday, February 25th – EV Action Plan Meeting

**TOWN OF NAGS HEAD PLANNING AND DEVELOPMENT
MONTHLY REPORT
JANUARY 2022**

DATE SUBMITTED: February 7, 2022

	Jan-22	Jan-21	Dec-21	2021-2022 FISCAL YTD	2020-2021 FISCAL YTD	FISCAL YEAR INCREASE/ DECREASE
BUILDING PERMITS ISSUED - RESIDENTIAL						
New Single Family	0	1	2	10	11	(1)
New Single Family, 3000 sf or >	0	0	2	7	5	2
Duplex - New	0	0	0	0	0	0
Sub Total - New Residential	0	1	4	17	16	1
Miscellaneous (Total)	64	27	58	285	230	55
<i>Accessory Structure</i>	9	3	3	32	27	5
<i>Addition</i>	4	3	3	14	20	(6)
<i>Demolition</i>	1	0	1	8	3	5
<i>Move</i>	0	0	0	0	0	0
<i>Remodel</i>	12	12	20	78	71	7
<i>Repair</i>	38	9	31	153	109	44
Total Residential	64	28	62	302	246	56
BUILDING PERMITS ISSUED - COMMERCIAL						
Multi-Family - New	0	0	0	0	0	0
Motel/Hotel - New	0	0	0	0	0	0
Business/Govt/Other - New	0	0	0	0	0	0
Subtotal - New Commercial	0	0	0	0	0	0
Miscellaneous (Total)	3	9	12	38	43	(5)
<i>Accessory Structure</i>	2	1	4	14	17	(3)
<i>Addition</i>	0	0	0	0	0	0
<i>Demolition</i>	0	0	0	0	1	(1)
<i>Move</i>	0	0	0	0	0	0
<i>Remodel</i>	1	1	3	10	8	2
<i>Repair</i>	0	7	5	14	17	(3)
Total Commercial	3	9	12	38	43	(5)
Grand Total	67	37	74	340	289	51
SUB-CONTRACTOR PERMITS						
Electrical	26	46	26	247	257	(10)
Gas	2	5	1	14	17	(3)
Mechanical	19	38	20	181	201	(20)
Plumbing	2	10	1	32	57	(25)
Fire Sprinkler	0	1	0	0	3	(3)
VALUE						
New Single Family	\$0	\$450,000	\$916,925	\$4,885,195	\$3,747,336	\$1,137,859
New Single Family, 3000 sf or >	\$0	\$0	\$1,525,000	\$4,930,000	\$2,575,000	\$2,355,000
Duplex - New	\$0	\$0	\$0	\$0	\$0	\$0
Misc (Total Residential)	\$1,748,259	\$794,510	\$1,980,763	\$8,004,909	\$6,550,982	\$1,453,927
Sub Total Residential	\$1,748,259	\$1,244,510	\$4,422,688	\$17,820,104	\$12,873,318	\$4,946,786
Multi-Family - New	\$0	\$0	\$0	\$0	\$0	\$0
Motel/Hotel - New	\$0	\$0	\$0	\$0	\$0	\$0
Business/Govt/Other - New	\$0	\$0	\$0	\$0	\$0	\$0
Misc (Total Commercial)	\$371,000	\$373,505	\$721,349	\$1,925,088	\$1,207,586	\$717,502
Sub Total Commercial	\$371,000	\$373,505	\$721,349	\$1,925,088	\$1,207,586	\$717,502
Grand Total	\$2,119,259	\$1,618,015	\$5,144,037	\$19,745,192	\$14,080,904	\$5,664,288

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	Jan-22	Jan-21	Dec-21	2021-2022 FISCAL YTD	2020-2021 FISCAL YTD	FISCAL YEAR INCREASE/ DECREASE
ZONING						
Zoning Permits	43	35	47	280	186	94
CAMA						
CAMA LPO Permits	2	5	2	17	17	0
CAMA LPO Exemptions	3	6	3	15	31	0
Sand Relocations	18	22	6	38	34	N/A
CODE COMPLIANCE						
CCO Inspections	56	18	48	628	408	220
Cases Investigated	25	14	15	241	247	(6)
Warnings	5	5	5	63	77	(14)
NOVs Issued	20	9	10	177	171	6
Civil Citations (#)	10	8	8	61	31	30
Civil Citations (\$)	\$52,500	\$42,000	\$42,000	\$315,000	\$157,000	\$158,000
SEPTIC HEALTH						
Tanks inspected	11	40	13	63	129	(66)
Tanks pumped	5	4	4	27	52	(25)
Water quality sites tested	0	0	0	161	92	69
Personnel Hours in Training/School	0	44	0	29	125	(96)


 Kelly Wyatt, Planning Director