



COUNTY OF DARE
PO Box 1000, Manteo, NC 27954

DARE COUNTY BOARD OF COMMISSIONERS

Dare County Administration Building
954 Marshall C. Collins Dr., Manteo, NC

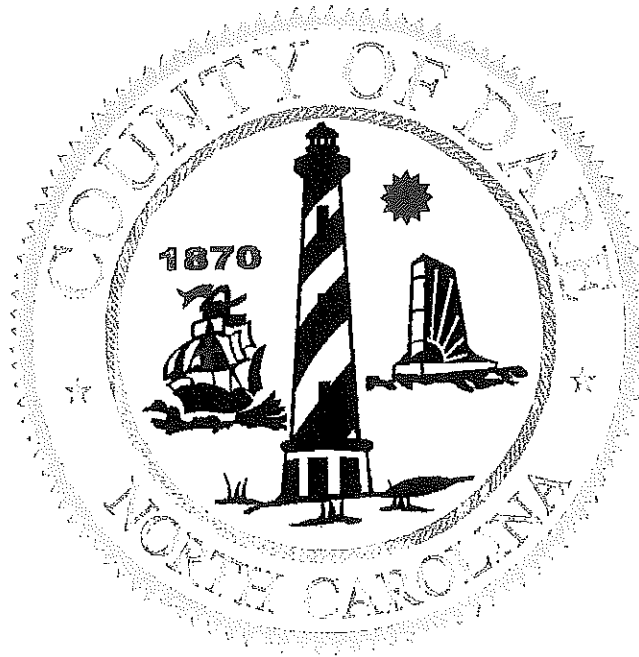
Monday, November 20, 2017

"HOW WILL THESE DECISIONS IMPACT OUR CHILDREN AND FAMILIES?"

AGENDA

- 5:00 P.M. CONVENE, PRAYER, PLEDGE OF ALLEGIANCE**
- ITEM 1 Opening Remarks – Chairman’s Update**
- ITEM 2 Public Comments**
- ITEM 3 Report on the NC Senior Tar Heel Legislature**
- ITEM 4 Sanitation – Winter Trash Collection Proposal**
- ITEM 5 Proposed Amendment to Chapter 152.11 Planning and Development**
- ITEM 6 Resolution Declaring the Intent of Dare County to Reimburse Itself for Capital Expenditures from the Proceeds**
- ITEM 7 Real Property Exchange between Dare County and Mr. Steven C. Brook**
- ITEM 8 Public Hearing, 5:30 p.m. – Outer Banks Dare Challenge Inc. Zoning Text Amendment**
- ITEM 9 Public Hearing, 5:30 p.m. – Dare Storage LLC Zoning Text Amendment**
- ITEM 10 Consent Agenda**
- 1. Approval of Minutes (11.06.17)
 - 2. DCDHHS, Public Health Division – Project Lazarus NC Disposal Initiative
 - 3. Town of Manteo New Years Eve Fireworks 2017
 - 4. Older Adult Services Budget Amendment
 - 5. Tax Collector’s Report
- ITEM 11 Board Appointments - Dare County Youth**
- ITEM 12 Commissioners’ Business & Manager’s/Attorney’s Business**

ADJOURN UNTIL 9:00 A.M. ON DECEMBER 4, 2017



Opening Remarks - Chairman's Update

Description

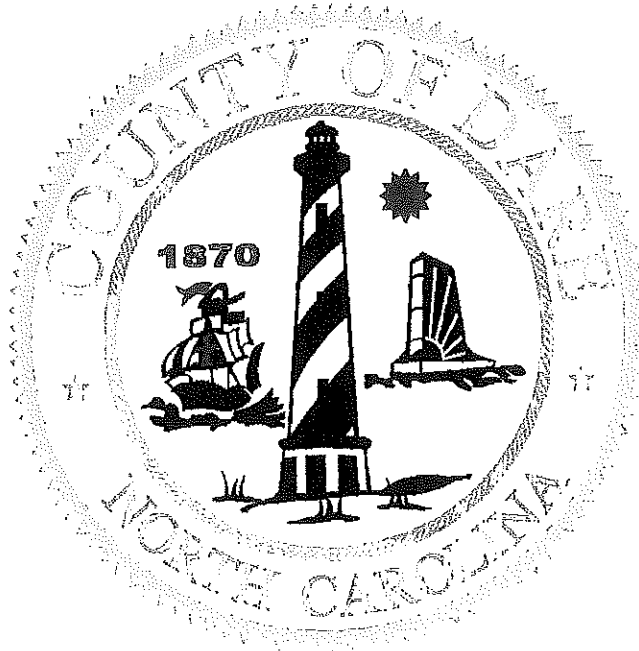
Dare County Chairman Robert Woodard will make opening remarks.

Board Action Requested

Informational Presentation

Item Presenter

Chairman Robert Woodard



Public Comments

Description

The Dare County Board of Commissioners will provide time on the agenda for Public Comments.

Board Action Requested

Hear Public Comments

Item Presenter

Robert Outten, County Manager



Report on the NC Senior Tar Heel Legislature

Description

An update report will be given on the NC Senior Tar Heel Legislature.

Attached are the 2018 Legislative Priorities with Outcomes & additional information on the following priorities

Fact Sheet - Home and Community Care Block Grant (HCCBG)

Fact Sheet - Senior Centers

Fact Sheet - Project C.A.R.E. (Caregiver Alternatives to Running on Empty)

Fact Sheet - Adult Protective Services Program (APS)

Board Action Requested

Informational Presentation

Item Presenter

Kaye White, Delegate

FACT SHEET

North Carolina Senior Tar Heel Legislature

2018 Legislative Priorities with Outcomes

Reestablish the Study Commission on Aging

The General Assembly of the State of North Carolina created The North Carolina Study Commission on Aging in 1987 to study and evaluate the delivery of services to older adults and recommend improvements that would meet their current and future needs. In 2011, this commission was repealed, creating an information gap between the older adults in need of assistance and organizations concerned with meeting those needs. The North Carolina Senior Tar Heel Legislature requests the North Carolina General Assembly reestablish the North Carolina Study Commission on Aging. **OUTCOME: The budget bill recommends the formation of an Aging subcommittee to the Joint Legislative Oversight Committee on Health and Human Services. Reports are due March 2018 and November 2018. This Aging subcommittee was appointed in October.**

Increase HCCBG Funding

The North Carolina Home and Community Care Block Grant (HCCBG) is vital to assuring the availability of cost effective home and community-based services to the elderly, the malnourished, homebound, dependent and those who are socially and economically needy. Approximately 10,000 seniors are on the HCCBG waiting list for services and 1.2 million more are expected to turn 60 years of age by the year 2034. This rapidly increasing older adult population of North Carolina places an increased pressure on the service delivery system which is insufficient to meet the current needs of those seeking services. The North Carolina Senior Tar Heel Legislature requests the General Assembly increase the Home and Community Care Block Grant funding by \$7 million dollars in recurring funds. **OUTCOME: The budget bill includes \$969,549 in non-recurring funds each year of the biennium. This is a continuation of non-recurring funding. No other increases were included.**

Increase Funding for Senior Centers

Increase funding for Senior Centers by an additional \$300,000 in recurring funds. There are 163 Senior Centers in 97 counties that provide programs and services to enhance the health and wellness of older adults. These services are of significant benefit to help elders remain independent, thus delaying their potential for costlier services or housing options. Senior Center General Purpose money is vital to support critical center operations. To maintain operation, senior centers must leverage resources from a variety of sources that include federal, state and local governments, special events, participant contributions, and grants and volunteer hours. Funding for senior centers has not met the needs of the increasing aging baby boomer's generation who now constitute more than two-thirds of the 50 plus population. It is recommended that the General Assembly increase funding for Senior Centers to continue to meet the vital needs of North Carolina's growing population of older adults. **OUTCOME: The budget bill includes one-time funding in the amount of \$35,000 for Bolton Senior Center in Columbus County. There were no other funds provided for senior centers in the budget.**

Sustain and Expand Project C.A.R.E.

Project C.A.R.E. (Caregiver Alternative to Running on Empty) was designed and tested in North Carolina. It has become a national best practice model for providing respite services to family members who are caring at home for a relative with Alzheimer's disease or related dementia. The number of North Carolinians affected with these dementias now approximates 160,000, and is expected to exceed 210,000 by 2025. North Carolina must develop methods to both encourage and support families to assist their aging family members and relatives to remain at home. Resulting savings in public funds are substantial. We recommend that the General Assembly increase recurring funding for Project C.A.R.E. in 2017-2018 by ten percent annually and thereafter to meet the expected growth, statewide. **OUTCOME: No additional funds were provided for Project C.A.R.E.**

Strengthen and Fund North Carolina's Adult Protective Services Program (APS)

North Carolina's APS Program must be strengthened and funded in order to respond to the accelerated growth in the State's aging population, some of whom may be at risk of becoming victims of abuse, neglect or exploitation. The State of North Carolina has not provided any funding for the APS Program since the 2010-2012 State budget. The only funding for the APS Program is provided by county governments and a decreasing federal Social Services Block Grant. We recommend that the North Carolina General Assembly recognize and value its vulnerable and older citizens by making available \$5 million in recurring funds in the State budget to meet the growing need for APS in North Carolina. **OUTCOME: No additional funds were provided for APS.**

NORTH CAROLINA SENIOR TAR HEEL LEGISLATURE 2017 FACT SHEET

HOME AND COMMUNITY CARE BLOCK GRANT

The North Carolina Senior Tar Heel Legislature requests that the General Assembly increase Home and Community Care Block Grant (HCCBG) funding by \$7 million in recurring funds. Investing in home and community-based programs makes social and economic sense. Where social isolation and physical inactivity make seniors at greater risk for depression, suicide, self-neglect, hospitalization and chronic illness, a system of community supports contributes to more positive outcomes. Services like these often help the frailest seniors continue to live at home and prevent more costly interventions.

As of October 2016, there were nearly 10,000 people waiting for services – primarily waiting for home-delivered meals, in-home personal care services, and help with home management tasks. Funding levels for the block grant and the number of people served have gone down over the last five years, while need as measured by aging demographics has continued to rise. Additional state funds are needed to help serve the age wave of older North Carolinians and reduce the number of people on the HCCBG waiting list.

Quick Facts about the Home and Community Care Block Grant

- The N.C. General Assembly consolidated funding sources when it established the Home and Community Care Block Grant in 1992 and took an important step toward establishing a well-coordinated service delivery system to meet the needs of older adults.
- There are a total of 18 fundable services. Examples of these services include: home-delivered and congregate nutrition, in-home personal care, adult day services, information and options counseling, transportation, home modification/repairs, and respite services to help family caregiver.
- 69% of HCCBG funds are spent on in-home aide services and nutrition programs.
- The typical HCCBG recipient is a 77 year old women who lives alone and has two or more impairments to activities of daily living (ADL) and/or instrumental activities of daily living (IADL).
- Current funding for the Home and Community Care Block Grant:

State Funding:	\$31,333,290	51%
Federal Funding:	\$23,878,008	39%
Required Local Match:	<u>\$6,134,589</u>	<u>10%</u>
SYF 15-16 TOTAL:	\$61,345,887	100%

NORTH CAROLINA SENIOR TAR HEEL LEGISLATURE 2017 FACT SHEET

SENIOR CENTERS

The Senior Tar Heel Legislature requests that the General Assembly increase funding for senior centers by an additional \$300,000 in recurring funds.

Senior centers are community focal points on aging that provide a wide array of programs and services. They offer an essential link to other community programs and benefits that contribute to the physical, mental, and economic well-being of older adults and support their efforts to remain independent and engaged in their communities. In many areas of the state the senior center is the only place in the community where important services such as nutrition programs and transportation can be accessed. Currently there are 163 senior centers in North Carolina that are either operational or under development in 97 counties. There are three counties without a senior center in existence or under development (Gates, Henderson, and Union).

There are two funding streams for senior centers through the Division of Aging and Adult Services (DAAS).

Senior Center General Purpose funding provides existing senior centers and developing senior centers with funding that supports operations or development. The state's General Purpose funding has continued to remain level as the number of older adults continues to climb. Senior centers continue to struggle financially to meet the rising costs of operations-maintaining staffing positions, keeping satellite locations open, maintaining facilities and equipment, and providing programs and services to meet the needs of the current seniors in the community as well as the ongoing influx of baby boomers.

General Purpose funding drives the certification program and the certification program drives senior center improvement. Over 60% of the senior centers in the state are certified as Centers of Excellence or Merit. Prior to the implementation of the certification program there was inconsistent quality, performance, and accountability across the state. The certification process brought positive changes by providing a standardized set of measurable indicators of best practice that applied to all senior centers. These positive changes have been documented by the DAAS and they now know that certified centers offer more services and programming and provide cost saving services to the communities they serve. *To ensure these high standards and outcomes this funding needs to be available to senior centers.*

Senior Center Operations is an allowable service through the Home and Community Care Block Grant (HCCBG) and is funded at the discretion of counties. The number of centers funded for operations reflect those with full-time programs and the capacity to meet the DAAS Senior Center Operations service standards.

Investing in home and community-based programs, such as senior centers, makes social and economic sense. While accessing community-based services and supports, seniors are able to stay mentally and physically healthy in their own communities as long as possible. If these supports are not available seniors are at risk for depression, suicide, self-neglect, hospitalization and chronic illness. Therefore, maintaining independence in one's home with community support contributes to more positive outcomes, especially when it comes to health. These improved outcomes can, in turn, lead to cost savings over time.

NORTH CAROLINA SENIOR TAR HEEL LEGISLATURE 2017 FACT SHEET

Project C.A.R.E: Caregiver Alternatives to Running on Empy

The NC Senior Tar Heel Legislature recommends that the NC General Assembly increase recurring funding for Project C.A.R.E. in 2017-2018 by ten percent (10%) and annually thereafter to meet the expected growth in the number of persons with dementia statewide.

Project C.A.R.E. was designed and tested in North Carolina. It has become a national best practice model for providing care management and respite care services to caregivers of persons with Alzheimer's disease or related dementias. Alzheimer's disease is the most common form of dementia. The number of North Carolinians affected with these dementias, now approximately 160,000, is expected to exceed 300,000 by 2025. North Carolina must develop methods to both encourage and support caregivers to assist their aging loved-ones to remain at home. Resulting savings in public funds could be substantial. There is no cure or prevention for Alzheimer's disease and it is fatal.

Project C.A.R.E is available statewide and uses a family consultant model to provide comprehensive support to caregivers of persons with dementia. The goal of the program is to increase quality, access, choice, and the use of respite care for caregivers. Caregivers in crises are provided timely, individualized assessment, guidance, counseling and limited respite care. Through additional appropriations in October, 2016 Project C.A.R.E offers eligible caregivers up to three (3) \$500 respite care vouchers annually. Respite care provides caregivers a temporary and intermittent relief from their caregiving role to assist them maintain loved-ones at home longer. Family consultants also link caregivers to existing home and community-based services, local Alzheimer's organizations, support groups, and other caregiver-focused initiatives. The program targets low-income (non-Medicaid), rural and minority individuals caring for a person with dementia at home.

The NC General Assembly appropriated \$550,000 in recurring funding to support Project C.A.R.E. beginning in October 2016. The total annualize state appropriations for Project C.A.R.E. will be \$1,033,333 as of July 1, 2017. It is anticipated the program will provide support to approximately 500 caregivers in 2016 and 650 caregivers in 2017.

For additional information, please go to: <http://www.ncdhhs.gov/aging/ncprojectcare.htm>

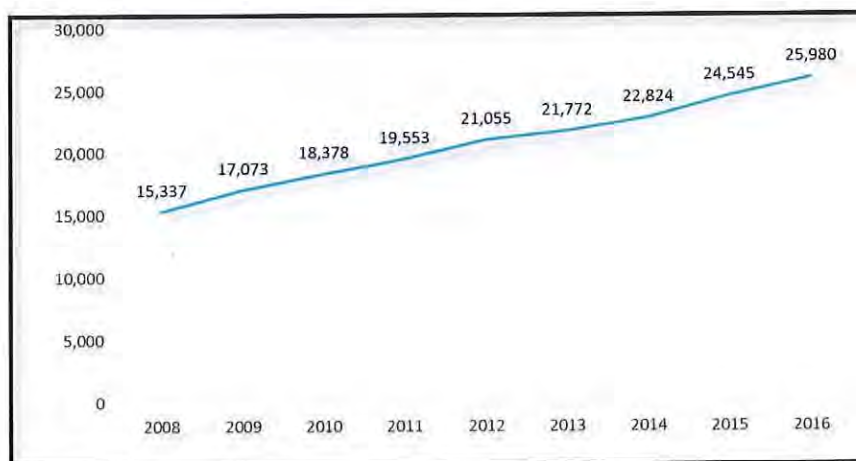
NORTH CAROLINA SENIOR TAR HEEL LEGISLATURE 2017 FACT SHEET

ADULT PROTECTIVE SERVICES PROGRAM

The Senior Tar Heel Legislature recommends that the General Assembly recognize and value its vulnerable and older citizens by making available \$5 million in recurring funds in the State budget to meet the growing need for APS in North Carolina. Funds are needed in order to respond to the accelerated growth in the State's aging population, some of whom may be at risk of becoming victims of abuse, neglect or exploitation. The State of North Carolina has not provided any funding for the APS Program since the 2010-2012 State budget. The only funding for the APS Program is provided by county governments and a decreasing federal Social Services Block Grant.

North Carolina APS Statute, Chapter 108A, Article 6, requires that county departments of social services receive, evaluate and provide protective services to adults 18 and over who are abused, neglected and exploited. The majority of persons receiving Adult Protective Services are older adults. Specifically, 70% were 60 years of age or older, 62% were women and 85% lived alone or with family members.

APS reports have increased over the past eight years. In State Fiscal Year 2008, 15,337 reports were received. In State Fiscal Year 15-16, 25,980 reports were received. Based on this data, the number of reports received over the past six years has increased by 69 percent.



Due to the aging of the population, APS reports are projected to continue to increase in the coming years. According to NC State Data Center, 14.6% of the total population was 65 and over in 2014. In 2034, 20.5% of the State's population will be 65 and over.¹

The current system is underfunded and understaffed. County Departments of Social Services use Social Service Block Grant funding to partially fund their APS program, however, this resource has decreased in recent years resulting in insufficient staff to handle reports. The total expenditures for APS in SFY 2015-16 was \$22,047,536. Of this total, \$4,259,459 comes from the federal Social Services Block Grant, \$647,035 from the State and \$17,141,040 from counties.

We recommend that the General Assembly make available **\$5 million** in the state budget to meet the growing need for Adult Protective Services in North Carolina. During State Fiscal Year 2011-2012 of the North Carolina General Assembly, \$2 million was eliminated from the state budget. This was the only state funding allocated to support Adult Protective Services in 53 county Departments of Social Services.

¹ NC State Office of Budget and Management. Population estimates and projections:
http://www.osbm.state.nc.us/ncosbm/facts_and_figures/socioeconomic_data/population_estimates.shtm.



Sanitation / Winter Trash Collection Proposal

Description

Dare County currently picks up residential trash twice a week, year round, in the unincorporated areas and commercial trash three times a week, year round. These areas include, Colington, all of Hatteras Island, Manteo (outside), Wanchese, Manns Harbor, East Lake, and Stumpy Point. Pursuant your request, residential collection to be reduced from twice a week in these areas to once a week, and commercial collection to be reduced from three times a week to two times a week from November 1st through March 31st with special considerations for the week following Thanksgiving, and the Christmas Holiday. The winter schedule for this year would begin the week of January 8, 2018 and continue through March 31, 2018. The winter schedule for residential collection would be Monday- Colington, Buxton, Frisco, and Hatteras. Tuesday-Manteo, Wanchese, Manns Harbor, East Lake, Stumpy Point, Rodanthe, Waves, Salvo, Avon. Commercial collection on Mondays and Fridays.

Board Action Requested

Approve new schedule

Item Presenter

Edward L Mann, Public Works Director



Proposed Amendment to Chapter 152.11 Planning and Development

Description

Chapter 152.11 of the Dare County Code of Ordinance sets forth the standards for the appointment and operation of the Dare County Board of Adjustment. Currently the standards limit the appointment of BOA members to residents of unincorporated Dare County. This limitation does not apply to the Planning Board. I am not sure why there is this distinction in residency. It is often difficult to find persons willing to serve on advisory boards and removal of this residency limitation may allow for easier recruitment of volunteers. In discussing this matter with the County Manager, he suggested I solicit input from the Board on proposed amendments to Chapter 152.11 to remove the residency limitation. I have attached revisions of Chapter 152.11 for the Board's consideration. If the Board agrees with the staff proposal, then a public hearing can be held at the December 4, 2017 meeting.

Board Action Requested

Motion to schedule a public hearing at 10:00 a.m. on December 4 on revisions to Chapter 152. 11.

Item Presenter

Donna Creef, Planning Director

CHAPTER 152 PLANNING AND DEVELOPMENT **(new sections in bold text, language to be deleted in strikethrough text.)**

152.11 BOARD OF ADJUSTMENT

(A) *Establishment; jurisdiction.* There is hereby established a board known as the Dare County Board of Adjustment, whose jurisdiction shall include the area with the limits of the County as provided by law.

(B) *Composition and Duties.*

(1) *Composition.* The Board of Adjustment shall be composed of 5 regular members and 3 alternate members, all of whom shall be residents of unincorporated areas of the **Dare County or residents of the municipal areas of Dare County.** Alternate members shall serve on the board in the absence or temporary disqualification of any regular member or fill a vacancy pending appointment of a member. Each alternate serving on behalf of any regular member has all the powers and duties of a regular member.

(2) *Appointment of members and qualifications.* All members shall be appointed by the Board of Commissioners and shall serve at the Board's pleasure. **Regular or alternative members may be appointed from the Dare County Planning Board membership.** ~~No member may serve concurrently on the Dare County Planning Board and the Board of Adjustment. At least 1 regular member shall be appointed from and be a resident of each of the following designated zoning areas in which the county exercises zoning jurisdiction:~~

~~(a) Unincorporated portions of Roanoke Island~~

~~(b) Hatteras Island~~

~~(c) the portion of unincorporated Dare County adjacent to the western boundary of the Town of Kill Devil Hills, including, but not limited to Colington.~~

~~(d) Martin's Point; and~~

~~(e) Dare County mainland~~

(3) *Terms.* The terms of office for regular and alternate members shall be three (3) years. Of the initial regular members, two (2) shall be appointed for a term of 1 year, two (2) shall be appointed for a term of 2 years and one (1) shall be appointed for a term of 3 years. Of the initial alternate members, one (1) shall be appointed for a term of 1 year, one (1) shall be appointed for a term of 2 years and one (1) shall be appointed for a term of 3 years. Following the expiration of these initial terms of office, all members shall be appointed for terms of 3 years. Vacancies occurring for reasons other than expiration of terms shall be filled as they occur for the period of the unexpired term.

(4) *Attendance.* Faithful attendance at the meetings of the Board is considered a prerequisite for the maintenance of membership on the Board.

(5) *Compensation.* All members shall be compensated in the same manner and at the same rate as members of the Dare County Planning Board.

(C) *Organization; rules and records; meetings generally; quorum.*

(1) *Organization; officers.* The position of the Chair of the Board of Adjustment is hereby created; the Chair shall be appointed by the Board of Commissioners from among the membership of the Board. The term of office shall be 1 year. The Board of Adjustment shall create and fill such additional offices as it may determine to be necessary.

(2) *Rules and records.* The Board shall adopt rules for transaction of its business, including resolutions, discussions, findings, recommendations, proceedings and hearings, the records of which shall be public records and shall be maintained in accordance with G.S. Ch. 132.

(3) *Meetings.* The Board shall hold regular, special, and emergency meetings when necessary to carry out its powers and duties consistent with the applicable provisions of state law and local ordinances. All meetings and proceedings of the Board shall be open to the public and shall be conducted in accordance with G.S. 153A-345 and 143-33C. The Board shall keep minutes of its proceedings in accordance with G.S. 143-3189 *et seq.*

(4) *Quorum.* There shall be a quorum of four (4) members for the purpose of taking any official action authorized by the section or by law.

(C) (5) *Notice --*

(1) Mailed Notification – Notice of a hearing shall be mailed:

(a) to the person or entity whose appeal, application or request is the subject of the hearing;

(b) to the owner of the property that is the subject of the hearing if the owner did not initiate the hearing;

(c) to the owners of all parcels of land abutting the parcel of land that is the subject of the hearing.

Notice shall be mailed by first –class mail to the last known address listed on the Dare County tax listing to any persons entitled to received mailed notice. Such notice shall be deposited in the mail at least 10 days, but not more than 25 days, prior to the date of the hearing.

(2) Property Posted – Notice of the hearing shall be prominently posted on the site that is the subject of the hearing or on an adjacent street or highway right-of-way. Such notice shall be posted on the site at least 10 days, but not more than 25 days, prior to the date of the hearing.

(D) Powers and duties.

(1) *Appeals.* The Board of Adjustment shall hear and decide appeals decisions of administrative officials charged with enforcement of zoning ordinance and may hear appeals arising out of any other ordinance that regulates land use or development pursuant to all of the following:

(a) Any person who has standing under G.S. 160A-393(d) or Dare County may appeal a decision to the Board of Adjustment. An appeal is taken by filing a notice of appeal with the Clerk to the Board of Adjustment. The notice of appeal shall state the grounds for the appeal.

(b) The official who made the decision shall give written notice to the owner of the property that is the subject of the decision and to the party who sought the decision, if different from the owner. The written notice shall be delivered by personal delivery, electronic mail, or first-class mail.

(c) The owner or other party shall have 30 days from receipt of the written notice within which to file an appeal. Any other person with standing to appeal shall have 30 days from receipt from any source of actual or constructive notice of the decision within which to file an appeal.

(d) It shall be conclusively presumed that all persons with standing to appeal have constructive notice of the decision from the date a sign containing the words "Zoning Decision" or "Subdivision Decision" in letters at least six inches high and identifying the means to contact a Dare County official for information about the decision is prominently posted on the property that is the subject of the decision, provided the sign remains on the property for at least 10 days. Posting of the sign shall be the responsibility of the landowner or applicant. Verification of the posting shall be provided to the Dare County official who made the decision.

(e) The Dare County official who made the decision shall transmit to the Board all documents and exhibits constituting the record upon which the action appealed from is taken. The official shall also provide a copy of the record to the appellant and to the owner of the property that is the subject of the appeal if the appellant is not the owner.

(f) An appeal of a notice of violation or other enforcement order stays enforcement of the action appealed from unless the official who made the decision certifies to the Board of

Adjustment after notice of appeal has been filed that because of the facts stated in an affidavit, a stay would cause imminent peril to life or property or because the violation is transitory in nature, a stay would seriously interfere with enforcement of the ordinance. In that case, enforcement proceedings shall not be stayed except by a restraining order, which may be granted by a court. If enforcement proceedings are not stayed, the appellant may file with the official a request for an expedited hearing of the appeal, and the Board of Adjustment shall meet to hear the appeal within 15 days after such a request is filed. Notwithstanding the foregoing, appeals of decisions granting a permit or otherwise affirming that a proposed use of property is consistent with the ordinance shall not stay the further review of an application for permits or permissions to use such property; in these situations the appellant may request and the Board of Adjustment may grant a stay of final decision of permit applications or building permits affected by the issue being appealed.

(g) Subject to the provision of subsection (f) above, the Board of Adjustment shall hear and decide the appeal within a reasonable time.

(h) The official who made the decision shall be present at the hearing as a witness. The appellant shall not be limited at the hearing to matters stated in the notice of appeal. If any party or Dare County would be unduly prejudiced by the presentation of matters not presented in the notice of appeal, the Board shall continue the hearing. The Board of Adjustment may reverse or affirm, wholly, or partly, or may modify the decision appealed from and shall make any order, requirement, decision, or determination that ought to be made. The Board shall have all the powers of the official who made the decision.

(i) When hearing an appeal pursuant to G.S. 160A-400.9 9(e) or any other appeal in the nature of certiorari, the hearing shall be based on the record below and the scope of the review shall be as provided in G.S. 160A-393 (k).

(j) The parties to an appeal that has been made under this subsection may agree to mediation or other forms of alternative dispute resolution.

(2) *Special Use Permits.* – The ordinance may provide that the Board of Adjustment may hear and decide special use permits in accordance with standards and procedures specific in the ordinance. Reasonable and appropriate conditions may be imposed upon these permits.

(3) *Variances.* When unnecessary hardships would result from carrying out the strict letter of a zoning ordinance, the Board of Adjustment shall vary any of the provisions of the ordinance upon a showing of all of the following:

(a) Unnecessary hardship would result from the strict application of the ordinance. It shall not be necessary to demonstrate that, in absence of the variance, no reasonable use can be made of the property.

(b) The hardship results from conditions that are peculiar to the property, such as location, size, or topography. Hardships resulting from personal circumstances, as well as hardships resulting from conditions that are common to the neighborhood or the general public, may not be the basis for granting a variance.

(c) The hardship did not result from actions taken by the applicant or the property owner. The act of purchasing property with knowledge that circumstances exist that may justify the granting of a variance shall not be regarded as a self-created hardship.

(d) The requested variance is consistent with the spirit, purpose, and intent of the ordinance, such that public safety is secured, and substantial justice is achieved.

No change in permitted uses may be authorized by variance. Appropriate conditions may be imposed on any variance, provided that the conditions are reasonable related to the variance. Any other ordinance that regulates land use or development may be provided for variances consistent with the provisions of this subsection.

(E) *Voting.* The concurring vote of four-fifths of the Board shall be necessary to grant a variance. A majority of the members shall be required to decide any other quasi-judicial matter or to determine an appeal made in the nature of certiorari. For the purposes of this subsection, vacant positions on the Board and members who are disqualified from voting on a quasi-judicial matter shall not be considered members of the Board for calculation of the requisite majority if there are no qualified alternates available to take the place of such members.

- (1) A member of the Board of any other body exercising quasi-judicial functions pursuant to this Article shall not participate in or vote on any quasi-judicial matter in a manner that would violate affected persons' constitutional rights to an impartial decision maker. Impermissible conflicts include, but are not limited to, a member having a fixed opinion prior to hearing the matter that is not susceptible to change, undisclosed ex parte communications, a close familial, business, or other associational relationship with an affected person, or a financial interest in the outcome of the matter. If an objection is raised to a member's participation and that member does not recuse himself or herself, the remaining members shall by majority vote rule on the objection.
- (2) Quasi-judicial Decisions and Judicial Review –
 - (a) The Board shall determine contested facts and make its decision within a reasonable time. Every quasi-judicial decision shall be based upon

competent, material, and substantial evidence in the record. Each quasi-judicial decision shall be reduced to writing and reflect the Board's determination of contested facts and their application to the applicable standards. The written decision shall be signed by the chair or other duly authorized member of the Board. A quasi-judicial decision is effective upon filing the written decision with the Clerk to the Board. The decision of the Board shall be delivered by personal delivery, electronic mail or by first-class mail to the applicant, property owner, and to any person who has submitted a written request for a copy, prior to the date the decision becomes effective. The Clerk to the Board shall certify that proper notice has been made.

(b) Every quasi-judicial decision shall be subject to review by the superior court by proceedings in the nature of pursuant to G.S. 160A-393. A petition for review shall be filed with the Clerk of Superior Court by the later of 30 days after the decisions is effective or after a written copy thereof is given accordance with subsection (E) (2) (a). When first-class mail is used to deliver notice, three days shall be added to the time to file the petition.

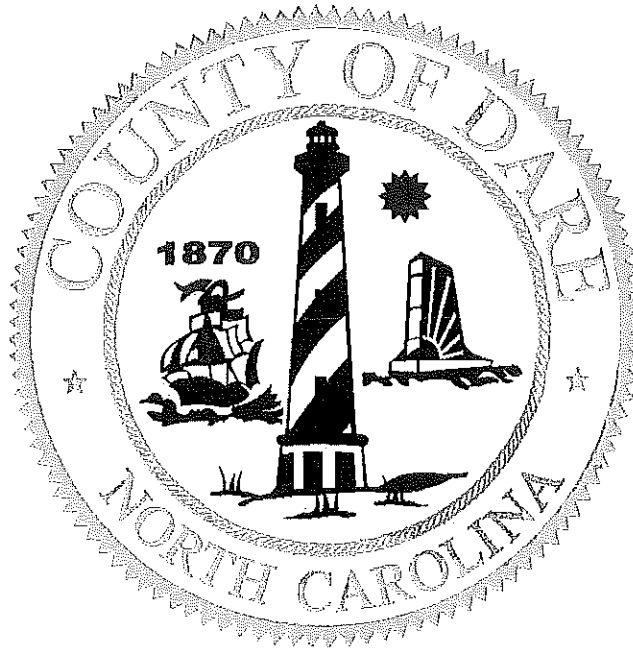
(F) *Oaths* – the Chair of the board or any member acting as chair and the clerk to the board are authorized to administer oaths to witnesses in any matter coming before the Board. Any person who, while under oath during a proceeding before the board of adjustment, willfully swears falsely is guilty of a Class 1 misdemeanor.

(G) *Subpoenas*. The Board of Adjustment through the chair, or in the chair's absence, anyone acting as chair, may subpoena witnesses and compel the production of evidence. To request issuance of a subpoena, persons with standing under G.S. 160A-393 (d) may make a written request to the chair explaining why it is necessary for certain witnesses or evidence to be compelled. The chair shall issue requested subpoenas he or she determines to be relevant, reasonable in nature and scope, and not oppressive. The chair shall rule on any motion to quash or modify a subpoena. Decisions regarding subpoenas made by the chair may be appealed to the full Board of Adjustment. If a person fails or refuses to obey a subpoena issued pursuant to this subsection, the Board of Adjustment or the party seeking the subpoenas may apply to the General Court of Justice for an order requiring that its subpoena be obeyed and the court shall have jurisdiction to issue these orders after notice to all proper parties.

(H) The Board of Adjustment may appoint such committees and employees and authorize such expenditures as it sees fit, subject to the limitation of funds provided by the Board of Adjustment in the annual Dare County budget.

(I) The Board of Adjustment may set up special committees to assist in the study of specific questions and problems.

(J) The Board of Adjustment may hire legal counsel to advise on legal and procedural matters within its jurisdiction, and, if necessary, represent it in proceedings, hearings, and appeals and other matters as may be required.



RESOLUTION OF THE COUNTY OF DARE, NORTH CAROLINA DECLARING THE INTENT OF THE COUNTY OF DARE, NORTH CAROLINA TO REIMBURSE ITSELF FOR CAPITAL EXPENDITURES FROM THE PROCEEDS OF CERTAIN TAX-EXEMPT OBLIGATIONS

Description

This resolution is for the County's planned debt issuance for a portion of its share of the Nags Head beach nourishment maintenance project, per the attached debt & project summary. The Board is requested to adopt the attached resolution for that debt, the Series 2018 LOBs. The resolution is a reimbursement resolution stating the County's intent to proceed with the projects, to issue the debt, and to reimburse itself from debt proceeds for expenditures that occur prior to the debt closing.

Board Action Requested

Adopt reimbursement resolution

Item Presenter

David Clawson, Finance Director

County of Dare, NC
Series 2018 LOBs
Debt & Projects Summary

Debt issuance is for the County's share of Nags Head beach nourishment maintenance project:

- 50% match to Nags Head cost up to \$25,546,711 = \$12,973,356
 - \$3,000,000 in cash in the form of \$600,000 per year for 5 years from the Beach Nourishment Fund
 - \$9,573,356 from debt. The DEC beach nourishment model #19 shows a 7 year term – the feasibility of a 5 year term will be evaluated in the DEC model
 - Approved by the BOC on May 1, 2017 with approval of DEC model #19
- \$590,000 of projects at Manteo High school to include in order to provide collateral for the debt issuance, as approved in the FY 2018 CIP on September 18, 2017
 - Manteo High School was pledged under the 2005 COPs which were refunded by the 2013 LOBs
 - 5 year debt is shown in the CIP but the term will be the same as is done for the beach nourishment side

Nags Head project schedule is expected to be similar to the towns in 2016 with bidding in the spring for either a summer 2018 project or a summer 2019 project dependent upon dredge companies schedules.

EXTRACTS FROM MINUTES OF THE BOARD OF COMMISSIONERS

A regular meeting of the Board of Commissioners of the County of Dare, North Carolina, was duly held on November 20, 2017 at 5:00 p.m. in the County Board of Commissioners' Meeting Room, 954 Marshall C. Collins Drive, Manteo, North Carolina. Chairman Robert Woodard presiding.

The following members were present:

The following members were absent:

* * * * *

Commissioner _____ moved that the following resolution, copies of which having been made available to the Board of Commissioners, be adopted:

**RESOLUTION OF THE COUNTY OF DARE, NORTH CAROLINA
DECLARING THE INTENT OF THE COUNTY OF DARE, NORTH
CAROLINA TO REIMBURSE ITSELF FOR CAPITAL
EXPENDITURES FROM THE PROCEEDS OF CERTAIN TAX-
EXEMPT OBLIGATIONS**

WHEREAS, the Board of Commissioners of the County of Dare, North Carolina ("*County*") has determined that it is in the best interests of County to (1) assist the Town of Nags Head with a beach nourishment project in the Town of Nags Head and (2) renovate and improve Manteo High School (the "*Projects*");

WHEREAS, the County presently intends, at one time or from time to time, to finance all or a portion of the costs of the Projects with proceeds of tax-exempt obligations and reasonably expects to cause to be executed and delivered tax-exempt obligations (the "*Obligations*") to finance, or to reimburse itself for, all or a portion of the costs of the Projects; and

WHEREAS, the County desires to proceed with the Projects and will incur and pay certain expenditures in connection with the Projects prior to the date of execution and delivery of the Obligations (the "*Original Expenditures*"), such Original Expenditures to be paid for originally from a source other than the proceeds of the Obligations, and the County intends, and reasonably expects, to be reimbursed for such Original Expenditures from a portion of the proceeds of the Obligations to be executed and delivered at a date occurring after the dates of such Original Expenditures;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the County of Dare, North Carolina as follows:

Section 1. ***Official Declaration of Intent.*** The County presently intends, and reasonably expects, to reimburse itself for the Original Expenditures incurred and paid by the County on or after the date occurring 60 days prior to the date of adoption of this Resolution from a portion of the proceeds of the Obligations. The County reasonably expects to execute and deliver the Obligations to finance all or a portion of the costs of the Projects and the maximum principal amount of Obligations expected to be executed and delivered by County to pay for all or a portion of the costs of the Projects is approximately \$9,573,356 related to the Nags Head beach nourishment and \$590,000 related to Manteo High School.

Section 2. ***Compliance with Regulations.*** The County adopts this Resolution as a declaration of official intent under Section 1.150-2 of the Treasury Regulations promulgated under Section 103 of the Internal Revenue Code of 1986, as amended, to evidence the County's intent to reimburse itself for the Original Expenditures from proceeds of the Obligations.

Section 3. ***Itemization of Capital Expenditures.*** The Finance Director of the County, with advice from special counsel, is hereby authorized, directed and designated to act on behalf of the County in determining and itemizing all of the Original Expenditures incurred and paid by the County in connection with the Projects during the period commencing on the date occurring 60 days prior to the date of adoption of this Resolution and ending on the date of execution and delivery of the Obligations.

Section 4. ***Effective Date.*** This Resolution shall become effective immediately upon the date of its adoption.

STATE OF NORTH CAROLINA)
)
COUNTY OF DARE) SS:

I, Gary L. Gross, Clerk to the Board of Commissioners of the County of Dare, North Carolina, *DO HEREBY CERTIFY*, as follows:

1. A regular meeting of the Board of Commissioners of the County of Dare, a political subdivision of the State of North Carolina, was duly held on November 20, 2017, proper notice of such meeting having been given as required by North Carolina statute, and minutes of said meeting have been duly recorded in the Minute Book kept by me in accordance with law for the purpose of recording the minutes of said Board of Commissioners.

2. I have compared the attached extract with said minutes so recorded and said extract is a true copy of said minutes and of the whole thereof insofar as said minutes relate to matters referred to in said extract.

3. Said minutes correctly state the time when said meeting was convened and the place where such meeting was held and the members of said Board who attended said meeting.

IN WITNESS WHEREOF, I have hereunto set my hand and have hereunto affixed the corporate seal of said County, this 20th day of November, 2017.

(SEAL)

COPY

GARY L. GROSS
Clerk to the Board of Commissioners
County of Dare, North Carolina



Real Property Exchange between Dare County and Mr. Steven C. Brook

Description

A notice to the public was placed on November 8, 2017 in the Coastland times expressing Dare County's intent to enter into a Real Property Exchange between Dare County and Mr. Steven C. Brook.

The property to be exchanged will be an even exchange of a 2,932 square foot parcel located about 195 feet from the West side of Toler Road owned by the County for a 2,932 square foot parcel located on the Southeast side of lot 6-a owned outright by Mr. Steven C. Brook.

Board Action Requested

Adopt the resolution and authorize the exchange.

Item Presenter

Robert Outten - County Manager

**RESOLUTION AUTHORIZING THE CONVEYANCE OF PROPERTY
PURSUANT TO G.S. 160A-271**

WHEREAS, the County of Dare owns a 2,932 square foot parcel of land that was acquired by Dare County in 1977 (Deed Book 258 page 123). Said parcel is defined as tax parcel# 025865-001, pin# 9789(19)720119 in the Dare County Tax Records. It is located about 195 feet from the West side of Toler Road, and it's estimated value is \$2,631.47; and

WHEREAS, Mr. Steven C. Brook of the village of Wanchese, N.C., owns a 2,932 square foot parcel being part of a tract of land known as Lot 6-A, defined as tax parcel# 025848-010, pin# 9789(19)721370 in the Dare County Tax Records, and it's estimated value is \$9,286.40. The land to be acquired by the county is a 15 foot wide strip that is to be taken out of Lot 6-A. It is owned by Steven C. Brook, solely.

WHEREAS, the County and Mr. Brook wish to make an even exchange of the two described properties; and

WHEREAS, North Carolina General Statute 160A-271 authorizes the county to make such an exchange if authorized by the Board of Commissioners by a resolution adopted at a regular meeting of the board upon at least 10 days' public notice; and

WHEREAS, the county has given the required public notice, and the board is convened in a regular meeting.

NOW, THEREFORE BE IT RESOLVED, by the Dare County Board of Commissioners that:

1. The exchange of properties described above is authorized.
2. The appropriate county officials are directed to execute the appropriate instruments necessary to carry out the exchange.

This the 20TH day of November, 2017.

COUNTY OF DARE, NORTH CAROLINA

Robert Woodard, Chairman



***Public Hearing -- Outer Banks Dare Challenge LLC
Highway 345 Business Zoning Text Amendment***

Description

A Public Hearing is scheduled on the Outer Banks Dare Challenge LLC zoning text amendment application to add "residential recovery and treatment centers" to the list of uses allowed in the Highway 345 business zoning district on Roanoke Island. A detailed report and other pertinent documents for this request are attached.

Board Action Requested

Conduct public hearing and act on text amendment

Item Presenter

Donna Creef, Planning Director

STAFF REPORT – NOVEMBER 20, 2017 DCBC MEETING

FROM: Donna Creef, Planning Director

RE: PUBLIC HEARING -- Outer Banks Dare Challenge Inc – Text Amendment to Highway 345 District to add Residential Recovery and Treatment Centers

Last month, the Board instructed staff to schedule a Public Hearing on Outer Banks Dare Challenge Inc. zoning text amendment application to add “residential recovery and treatment centers” to the list of uses in the Highway 345 district. The Highway 345 district does not allow this type of use. They currently occupy an apartment building at 2263 Highway 345. According to the tax records the apartment building was constructed in 1986. The Wanchese zoning map was adopted in 2006. The Highway 345 district does not permit multifamily structures and additional apartments cannot be authorized without a text amendment. The Outer Banks Dare Challenge has future expansion plans the text amendment is being sought to accommodate their future plans.

The draft language under consideration is as follows:

Section 22-2716 (c) Permitted Uses

17. Residential recovery and treatment center to include housing in multifamily structures and educational training. Center can be located in a single structure or multiple structures on one parcel of land. If more than one structure is proposed for location on a parcel, it will be considered a group development subject to conditional use permit review according to Section 22-31 of the Dare County Zoning Ordinance.

The Highway 345 district applies along portions of Highway 345. The Highway 345 intent statement indicates the district is to provide for a mix of residential and commercial neighborhoods that offer a broad range of services and commodities that serve seasonal and local residents. Residential uses permitted in the H345 district include single family homes and duplexes. Commercial uses are extensive and include hotels, boat yards, retail shops, travel trailer parks, boat building, elder in-home care, restaurants, marinas and storage warehouses. I have attached the H345 language so the Board can review the entire list of uses offered in this district.

A review of the 2009 Dare County Land Use Plan found the following policies to be applicable to the zoning text amendment:

Land Use Compatibility Management Topic

Policy LUC #4

To address the housing needs of the year-round population, multi-family dwellings and other types of residential structures, such as accessory use dwellings, are considered appropriate alternatives when located in areas zoned for multi-family structures and constructed on lots or parcels greater than the minimum lot size for single family lots established in the individual zoning districts of the Dare County Zoning Ordinance. This diversification of housing opportunities is important to address the needs of Dare County's workforce.

Policy # LUC # 5

Dare County encourages the continued existence and development of locally-owned businesses in unincorporated Dare County.

Implementation Strategy for LUC #5 – Inventory of older existing commercial businesses and consideration of zoning amendment to ensure their replacement or repair in the event of damage from a natural disaster.

Policy #LUC6

Commercial development should be designed to meet the needs of Dare County's unincorporated village and not serve as regional commercial centers. The gross floor area limitations of the Dare County Zoning Ordinance and other applicable land use codes shall be used as a tool to manage the footprint of commercial structures. The goal is to manage the size of commercial structures, which serve as a disincentive for regional commercial centers for location in villages.

The Planning Board recommended favorable action on this proposed text amendment and found the matter to be consistent with the Dare County Land Use Plan.

Following the close of the hearing, the Board will have completed all required procedures necessary to take action on the text amendment. The State general statutes were revised earlier this year and beginning October 1, 2017, local governments must include a zoning consistency report for any zoning map amendment or zoning text amendment. A simple statement included with a motion for adoption will not suffice. To comply with this new legislation, I have attached a zoning consistency statement for the Board's review and adoption should it be by the pleasure of the Board to act favorably on the text amendment.

Motions for the Board's consideration:

Motion to adopt text amendment and consistency statement –

"I move that the Outer Banks Dare Challenge Inc. text amendment to the Highway 345 district be adopted as recommended by the Planning Board. I move that the zoning consistency statement included in the packet be adopted as part of this action."

Motion to revise language based on public input and/or board discussion-

"I move that the Outer Banks Dare Challenge Inc. text amendment to the Highway 345 district be revised (insert revised language) and adopted as revised. I move that the zoning consistency statement included in the packet be adopted as part of this action."

ZONING AMENDMENT CONSISTENCY STATEMENT

On November 20, 2017 the Dare County Board of Commissioners considered a zoning text amendment application submitted by Outer Banks Dare Challenge Inc.. This zoning amendment application seeks to add “residential recovery and treatment centers” to the list of uses in the Highway 345 zoning district on Roanoke Island.

The 2009 Dare County Land Use Plan is the comprehensive plan for unincorporated Dare County adopted by the Dare County Board of Commissioners on December 6, 2010.

A review of the Dare County Land Use Plan found the following policies to be applicable to the zoning text amendment:

Land Use Compatibility Management Topic

Policy LUC #4

To address the housing needs of the year-round population, multi-family dwellings and other types of residential structures, such as accessory use dwellings, are considered appropriate alternatives when located in areas zoned for multi-family structures and constructed on lots or parcels greater than the minimum lot size for single family lots established in the individual zoning districts of the Dare County Zoning Ordinance. This diversification of housing opportunities is important to address the needs of Dare County's workforce.

Policy # LUC # 5

Dare County encourages the continued existence and development of locally-owned businesses in unincorporated Dare County.

Implementation Strategy for LUC #5 – Inventory of older existing commercial businesses and consideration of zoning amendment to ensure their replacement or repair in the event of damage from a natural disaster.

Policy #LUC6

Commercial development should be designed to meet the needs of Dare County's unincorporated village and not serve as regional commercial centers. The gross floor area limitations of the Dare County Zoning Ordinance and other applicable land use codes shall be used as a tool to manage the footprint of commercial structures. The goal is to manage the size of commercial structures, which serve as a disincentive for regional commercial centers for location in villages.

Based upon a review of these policies and the favorable recommendation of the Dare County Planning Board, the Board of Commissioners hereby finds the Outer Banks Dare Challenge Inc. zoning text amendment request to be consistent with the 2009 Dare County Land Use Plan since the amendment will address the non-conforming status of the existing Outer Banks Dare Challenge facility as referenced in LUC#5, the use of which is not listed in the Highway 345 business district although the facility existed at the time of adoption of the Wanchese zoning map in 2006. The amendment will allow for the expansion of the Outer Banks Dare Challenge facility to provide housing for the year-round population of Dare County and provide educational and counseling services to the community.

The Board of Commissioners further finds the adoption of this amendment to be reasonable and in the public interest by providing for the continued sustainability of the existing Outer Banks Dare Challenge facility and for any future expansion of the operation and its mission of providing recovery counseling, housing, and education opportunities to the residents of Dare County and its surrounding communities.

Adopted this November 20th day of 2017

Robert L. Woodard, Chairman
Dare County Board of Commissioners

(3) Minimum side yard: 10 feet; an additional 5-foot side setback for corner lots adjacent to a street. Lots less than 75 feet in width shall have an 8-foot setback and an additional 5-foot setback for corner lots adjacent to a street.

(4) Minimum rear yard: 20 feet maximum, or 20% of lot depth for interior lots. Zero line setback for waterfront lots.

(5) Lot coverage: 60% as defined in Section 22-2.

(6) Building height: 40 feet to the highest elevation of any feature of the structure or portion of the roof measured from the base flood elevation, from natural ground elevation if natural ground elevation exceeds the base flood elevation, or from an unnatural ground elevation created by placement of fill material on a site on or before March 24, 2006. Chimneys, lightning rods, weather vanes, wind gauges, and other similar roof appurtenances shall not be considered the highest portion of the roof. The pitch of the principal roof shall be no less than 4/12. Principal roof is defined as the largest section of the roof on the structure.

(7) Maximum commercial building size: 10,000 square feet excluding decks, porches, and other non-heated space. Hotels, motels, churches, fire stations, public buildings and schools are exempt from the 10,000 square foot building size.

(8) Density limitations for motels, hotels, and similar seasonal lodging structures:

a. Structures on a lot or tract that has no soils classified as wetlands, coastal marsh or section 404 jurisdictional soils: 10 rental rooms per acre.

b. Structures on a lot or tract that has between .01% and 19.9% of its soils classified as wetlands, coastal marsh, or section 404 jurisdictional soils: 8 rental rooms per acre.

c. Structures on a lot or tract that has more than 20% of its soils classified as wetlands, coastal marsh or section 404 jurisdictional soils: 6 rental rooms per acre.

(f) **Non-conforming uses and non-conforming structures:** The standards of Section 22-27.19 shall apply to this district.

(g) **Performance standards and other information:** The standards of Section 22-27.20 shall apply to this district.

(h) **The sections contained in Articles I, Article III, Article VII, Article VIII, and Article IX of the Dare County Zoning Ordinance shall apply to this district.** (Adopted by the DCBC on March 24, 2006)

SECTION 22-27.16 - HIGHWAY 345 BUSINESS DISTRICT (HWY 345)

The Highway 345 Business district shown on the Dare County tax map, tax district 17 originally dated November 20, 1975 depicts tracts of land that lie along Highway NC 345 bounded on the east by the Pamlico Sound and on the west by Croatan Sound and Oyster Creek. Moreover, these tracts of land border NC Highway 345, a heavily traveled thoroughfare to the southern portion of Roanoke Island.

(a) **Scope and intent:** This district provides for a mix of residential and commercial neighborhoods that offer a broad range of services and commodities that will serve seasonal and local residents. The mixed residential district includes single family homes and duplex homes in a group housing development setting that support private wells or a central water supply with alternative methods of wastewater treatment facilities approved by the Dare County Environmental Health Department (not to include centralized urban-style wastewater collection and treatment systems). A maximum gross building size of 30,000 square feet (10,000 square feet of heated space and 20,000 square feet of non-heated space) for commercial structures is included in the regulations thereby allowing for future compatible land uses such as hotels and motels and similar lodging structures.

Furthermore, the Highway 345 Business District provides for land uses that allow goods and services for people and industry while strengthening the economic base of Dare County and ensures the

protection of the fragile and pleasant atmosphere at the south end of Roanoke Island. Highway 345 provides the only vehicular transportation route into the Village of Wanchese. There is concern for the large expanses of wetland areas along NC 345 that contain marginal soils and are not suitable for high-density development. A number of water supply wells, which serve the Dare County water system, are located within this district. Land use adjacent to these wells is also a concern and is reflected in the minimum lot size established in this zoning district. Density in this district shall be limited to 20,000 square feet and duplex lots limited to 25,000 square feet. Another goal is to protect the quality of the communities' surface water and ground water supply particularly with the close proximity of this district to Broad Creek, Croatan Sound, Pamlico Sound and the various creeks and canals that serve as nursery areas for fish and wildlife.

(b) Permitted uses: Any use in existence on June 5, 2006 shall be allowed to continue in operation without seeking approval from Dare County, regardless if that use is listed as a permitted use or is listed as a conditional use in any of the Wanchese zoning districts. Additions or expansion of uses in existence on June 5, 2006 shall be subject to administrative review and approval by the Dare County Planning Department for compliance with the zoning regulations. Construction of additional principal use structures at existing business sites that would require a conditional use permit if not already established prior to June 5, 2006 shall trigger review and approval under the conditional use permit process.

The following uses and no other uses shall be permitted by right. Any use not permitted herein shall be deemed prohibited.

(1) Commercial uses:

- a. Boat yards and repair.
- b. Boat and motor display, sales and service.
- c. Boarding of horses, equestrian related uses and activities, tack shop.

- d. Box making facilities.
- e. Cabinet and woodworking shop.
- f. Contractors' offices, supplies and services.
- g. Crab shedding operations and associated equipment.
- h. Commercial fishing nets, sales, service and storage.
- i. Crab pot storage and other crabbing and commercial fishing gear.
- j. Docks private, public and commercial.
- k. Dry cleaning and laundromats.
- l. Electrical equipment, sales and service.
- m. Electronic equipment, sales and service.
- n. General village store without fuel pumps and not associated with a marina.
- o. Hotels, motels - administrative review for one principal building per site, two or more buildings require conditional use permit for group development -see CUP.
- p. Fish houses, including packing, processing, seafood sales, storage and loading and unloading trawlers.
- q. Fishing - party fishing excursions and associated services.
- r. Food services -carryout (if seating see CUP).
- s. Hardware supplies.
- t. Heating and air, sales, service.

Dare County - Land Usage

u. Tourist homes as defined in Section 22-2.

v. Mobile home parks according to the Mobile Home Park Ordinance.

w. Plumbing supplies, sales and service.

x. Retail shops, including, but not limited to gifts and imports.

y. Radio, TV broadcasting and film production studio.

z. Seafood processing and seafood market sales - wholesale /retail.

aa. Schools, commercial limited to sailing/marine oriented outdoor lifestyle.

bb. Travel trailer parks and campgrounds according to the Travel Trailer Park Ordinance.

cc. Upholstery, fabric dry goods.

dd. Village general store without fuel pumps and not associated with a marina.

ee. Welding shop and steel fabrication.

(2) Single-family dwelling in conjunction with a commercial business may be located above or in the rear of a commercial building, or a detached structure, provided that all federal, state and local regulations are met. Additional parking for the residential use shall not be needed.

(3) Detached single-family dwelling on individual lots or parcels.

(4) Bed and breakfast homes.

a. Small bed and breakfast home as defined in Section 22-2.

b. Large bed and breakfast home as defined in Section 22-2.

(5) Single-family mobile homes on individual lots, provided that:

a. Compliance with the building code for mobile homes in a hurricane area.

b. Compliance with the building inspector requirements regarding skirting material and skirting area.

(6) Duplexes.

(7) Small childcare homes as defined in Section 22-2.

(8) Customary accessory uses associated with commercial or residential principal use, including windmills, not to exceed height limit of this district, garages, sheds, swimming pools and other accessory uses associated with the commercial and or residential use.

(9) Accessory dwelling unit associated with residential use referred to as a "guesthouse" is permitted, subject to the following requirements:

a. A dwelling unit may be attached to the principal residence or may be detached from the principal residence. The size of the accessory dwelling unit, whether attached to or detached from principal residence, shall not to exceed 900 square feet of heated space.

b. An accessory dwelling unit, whether attached to or detached from the principal residence, shall be located on the lot in conformance with the building setbacks of this zoning district.

c. Owner and/or family members shall occupy either the primary residence or accessory dwelling unit.

d. One additional off-street parking space shall be required.

e. Accessory dwelling unit shall not be subdivided or otherwise segregated in ownership from the primary residence.

f. An outbuilding on a residential lot that exists at the time of adoption of this ordinance may be converted into an accessory building unit, provided that lot coverage is met for the dwelling unit and the primary residence.

g. The accessory dwelling unit shall be constructed according to all applicable federal, state regulations and local building inspection requirements. And, if applicable, compliance with federal flood plain elevation standards.

h. Once permitted, the property owner shall submit annual verification of year round occupancy of the principal structure or the accessory dwelling unit to the Dare County Zoning Administrator, if necessary.

i. Travel trailers, recreational vehicles, and/or mobile homes shall not be used as accessory dwelling units.

j. Accessory dwelling units shall not be used for any commercial or business use.

(10) Traditional village business - A commercial accessory use conducted by owner and/or family member residing on the lot or parcel of the principal residence provided the following conditions are met:

a. Property owner and/or family member operates a business and resides on the premises.

b. Merchandise produced on or off of the premises may be sold on premises.

c. An accessory commercial building shall not exceed 1,200 square feet. In addition, 25 % of the total floor area of the principal residence may be used for said business.

d. One indirectly lighted freestanding sign, not to exceed 36 square feet, may be posted on the property.

e. On-site parking for up to 4 spaces shall be provided on the site.

f. Visual buffer: A 6-foot opaque wooden fence or vegetative buffer shall be provided for any business established after June 5, 2006. In some instances, existing dense shrubs, trees, and plants may provide screening.

g. In the case where a property owner owns land that is contiguous to the principal residential use and accessory business, said land may be used as an extension and a part of the traditional village business use. The setbacks listed in subsection (d) of this district shall not apply.

h. The traditional village business shall be located a minimum of 15 feet from the front property line and 10 feet from any side or rear property line. The setbacks listed in subsection (d) of this district shall not apply.

i. An average of 3 non-resident employees may be employed.

The following list of uses may be permitted as a traditional village business including, but not limited to:

1. Offices: business, financial, professional, and medical.

2. Retail/wholesale shops:
a. Antiques, furniture, and home decor.

b. Apparel.

c. Artist and art supplies.

d. Bait and tackle supplies.

e. Beehives.

f. Books.

g. Camera and photo supplies.

h. Coffee/tea cakes, pies, bakery goods and edibles.

Dare County - Land Usage

- i. Florist.
 - j. Fruit and vegetable stand.
 - k. Gifts and imports.
 - l. Hobby goods.
 - m. Hunting and fishing supplies.
 - n. Jewelry.
 - o. Leather goods.
 - p. Millinery shop.
 - q. Music shop.
 - r. Photography equipment sales and service.
 - s. Sewing shop/needle works, dry goods and supplies.
 - t. Tack and equestrian associated sales.
 - u. Toys.
 - v. Upholstery.
 - w. Woodcarving, ducks and other wildlife.
3. Service establishments:
- a. Automobile detailing.
 - b. Barber and beauty shops including tanning and exercise facilities.
 - c. Bicycle rentals with buffered storage area.
 - d. Boarding of horses, equestrian associated activities according to state regulations.
- e. Boat building shop - (not to exceed 1,200 sq. ft. boat size limited to 36 ft.).
 - f. Bricklayer.
 - g. Bake shops - cakes, pastries, edibles and bakery goods.
 - h. Carpenter/cabinet/wood-working.
 - i. Catering business.
 - j. Computer and internet services.
 - k. Concrete finishing business and equipment.
 - l. Crab pot storage and other crabbing and commercial fishing gear.
 - m. Crab shedders and associated operations.
 - n. Craft production and retail sales.
 - o. Electrician.
 - p. Electronics.
 - q. Excavating and equipment.
 - r. Hardwood flooring, carpet, vinyl and ceramic tile installation.
 - s. Heating and air.
 - t. History home place tours and interpretation of village lifestyle.
 - u. Home schooling.
 - v. House and boat moving business.

Zoning Code

122YYY

- w. Landscape and lawn care.
 - x. Music lessons.
 - y. Outboard engine repair.
 - z. Painter and dry wall.
 - aa. Photographer.
 - bb. Plumber.
 - cc. Potter, clay works, ceramics
 - dd. Pressure washing business.
 - ee. Radio, TV broadcasting and film production studio.
 - ff. Roofer.
 - gg. Seafood sales as per North Carolina regulations.
 - hh. Small engine repair.
 - ii. Small trucking business — parking business truck on site.
 - jj. Taxidermist.
 - kk. Tree removal, stump grinding, log splitting and wood sales.
 - ll. Welding shop.
4. Specific waterfront commercial accessory uses associated with principal use:
- a. Commercial fishing and crabbing business, retail and wholesale markets, including all rigging and storage of crab and fish gear.
 - b. Boat dockage of 10 slips or less.
- c. Boat shop not to exceed 1200 square feet of floor area and limited to the construction of 36-foot boats.
 - d. Boathouses and sheds.
 - e. Boat rentals limited to non-motorized watercraft.
 - f. Fishing party excursions 1/2 day and full day trips.
 - g. Private boat ramps for residential use or commercial accessory use.
 - h. Schools offering private lessons for sailing and other outdoor activities.
- (11) Agriculture farming, livestock, waterfowl, poultry and related activities for personal use.
- (12) Aquaculture and associated activities related to fish farming as regulated by the State.
- (13) Private home antennas and on-site accessory business use antennas.
- (14) County, state and U.S. government owned and leased facilities.
- (15) Heritage gardens — designated areas of land leased to the public for gardening projects.
- (16) Radio and broadcast studio facilities and associated broadcast transmission towers that existed prior to March 24, 2006. Replacement or reconstruction of towers that existed prior to March 24, 2006 may be authorized as permitted uses provided that such towers have received all necessary Federal Communications Commission license and Federal Aviation Administration license prior to March 24, 2006 and shall not exceed the height authorized by the FCC. The standards of Section 22-29.2 shall not apply to towers that qualify for replacement under this section. Replacement towers shall be located in a manner that maximizes separations from all property lines and in no

Dare County - Land Usage

case shall the setbacks be less than those of the Highway 345 district. Documentation shall be submitted that is signed and sealed from a North Carolina licensed engineer that the replacement tower meets the structural requirements of the North Carolina building code and a professional engineering certification which states that the structure's construction will cause the tower to crumble inward so that in the event of collapse, no damage to surrounding structures will result. Lighting of the tower shall be according to all Federal Communications Commission and Federal Aviation Association standards.

(c) **Conditional uses:** Any use in existence on June 5, 2006 shall be allowed to continue in operation without seeking approval from Dare County, regardless if that use is listed as a permitted use or is listed as a conditional use in any of the Wanchese zoning districts. Additions or expansion of uses in existence on June 5, 2006 shall be subject to administrative review and approval by the Dare County Planning Department for compliance with the zoning regulations. Construction of additional principal use structures at existing business sites that would require a conditional use permit if not already established prior to June 5, 2006 shall trigger review and approval under the conditional use permit process.

The following conditional uses and no other conditional uses may be permitted, subject to the requirements of this district and the regulations and requirements imposed by the Board of Commissioners as provided by Article IX of this chapter. Any use not permitted herein shall be deemed prohibited.

- (1) Boat building facilities.
- (2) Churches, fire stations, cemeteries, and other public buildings.
- (3) Telecommunication tower only associated with a principal use that is authorized as either a permitted use or conditional use in this district and subject to all standards established in Section 22-29.2 of the Zoning Ordinance.
- (4) Home occupations as defined in Section 22-2.

(5) Elder in-home care, up to 4 non-related patients (private home nursing) provided the following minimum requirements are met:

a. Employee and visitor parking according to Section 22-56 in addition to 1 parking space for each non-resident employee.

b. Other reasonable conditions imposed by the Board of Commissioners.

(6) Fuel storage only associated with on-site business use.

(7) Group development housing projects according to Section 22-31 plus the following requirements:

a. Density shall not exceed 1 unit per 20,000 square feet of soils not classified as coastal wetlands; duplex home 25,000 square feet of soils not classified as coastal wetlands provided this area may be reduced to 20,000 square feet if duplex is served by central water supply.

b. Every dwelling unit shall be accessible to emergency service vehicles and Dare County Public Works vehicles.

c. Turning lane into project shall be provided with additional setback buffer along state-maintained rights-of-way into the residential neighborhoods.

d. Building height limit of 40 feet as defined in this section.

e. No mooring of permanent floating homes and other permanent floating structures as defined in 15A NCAC 7M00602 in the surrounding public trust waters of Dare County.

f. Accessory dwelling units are not allowed in sites developed as a group housing development.

g. A traditional village business use is not allowed in sites developed as a group housing development.

h. Other requirements that may be imposed by the Board of Commissioners.

(8) Commercial group development projects (more than one principal structure per parcel under single ownership) according to Section 22-31.

(9) Marinas, boat dockage, village marina store with fuel pumps, boat rentals for fishing excursions, and other non-motorized boat rentals provided the following minimum conditions are met:

a. Lot size shall be sufficient to meet requirements of the Dare County Health Department and to provide adequate siting for structures, parking, loading and maneuvering space as provided in Section 22-56.

b. Food and beverage service and/or a restaurant may be associated with a marina.

c. All boat rentals, except for fishing excursion rentals, shall be limited to non-motorized vessels and shall be limited to a total of 10 vessels offered for rent.

d. Fuel pumps shall not be located within 50 feet of a residential zoning district or residential use and that such fuel pumps shall be setback a minimum of 25 feet from all rights-of-way.

e. One 10' x 20' parking space shall be provided for each wet boat slip.

f. Outdoor lighting shall be complete cut-off design, low-profile, shielded and oriented in such a manner to minimize spill across property lines and prevent glare at any location on or off the property. A lighting plan shall be submitted as part of the site plan.

g. Subject to the other requirements of the Zoning Ordinance and other reasonable conditions as may be imposed by the Board of Commissioners.

(10) Public and private utilities (shall provide a planted vegetative buffer 10 feet in height).

(11) Private meeting and recreational facilities such as an event center for weddings and group parties, including private boat launching areas, tennis courts, picnic areas, private swimming pools and beaches, whereby catering is an integral part thereto. The following minimum requirements shall be met:

a. Parking for the event center and associated uses shall be based on the maximum occupancy of the proposed structure. Maximum occupancy shall be determined according to the North Carolina state building codes. One 10' x 20' space for every 4 persons or a minimum of 30 spaces whichever is greater.

(12) Pet grooming provided the following minimum requirements are met:

a. Shall be owner and/or family occupied residential premises.

b. Day care only for grooming – hours of operation limited to 7:00 a.m. to 6:00 p.m.

c. No outdoor run facilities and no overnight guests (not a kennel).

d. Other reasonable conditions imposed by the Board of Commissioners.

(13) Restaurants, food service, café provided the minimum following conditions are met:

a. Lot size shall be sufficient to meet requirements of the Dare County Health Department and to provide adequate siting for structures, parking, loading and maneuvering space as provided in Section 22-56. In addition, a fence or vegetative buffer shall be provided adjacent to residential use or residential zoning district.

b. The restaurant shall not feature drive-thru window service whereby patrons are served while seated in a motor vehicle or drive-up wait service whereby patrons are served while seated in a motor vehicle.

c. The restaurant shall include facilities for indoor and outdoor seating.

d. On-site parking shall be according to Section 22-56 - one 10' x 20' parking space for every 3 customer seats plus one 10' x 20' space for every 3 employees and loading space.

e. Outdoor lighting shall be complete cut-off design, low-profile, shielded and oriented in such a manner to minimize spill across property lines and prevent glare at any location on or off the property. A lighting plan shall be submitted as part of the site plan.

f. Other reasonable conditions as may be imposed by the Board of Commissioners.

(14) Retail garden shops and landscaping business may be permitted, subject to requirements of this chapter, provided the following minimum conditions are met:

a. Storage of mulch material may be allowed for retail sale only. Storage "stockpiles" shall not exceed 6 feet in height and no more than 3 stockpiles allowed for each site. Industrial production of mulch is not permitted.

b. One accessory greenhouse for storage and outdoor protection of plants is permitted. Greenhouse is not to be used for wholesale growing of plants.

c. Associated equipment used by the landscape business such as trailers, lawn mowers, single-axle trucks and tractors may be stored on the site. Storage area that is well buffered from general public may include draglines, bulldozers backhoes and other heavy equipment.

d. Storage areas of mulch and equipment shall be buffered with fencing.

e. Outdoor display and storage of plants, bags of soil, mulch, fertilizer, landscaping stone, landscape timbers, yard ornaments, and the like shall

not restrict parking areas. Bags of mulch, soil, and the like shall be stacked in an orderly manner.

f. Bulk irrigation piping shall be stored indoors.

g. Other conditions imposed by the Board of Commissioners.

(15) Storage/warehousing and warehouse storage centers, including boat trailers and long-term storage containers and mobile storage, provided the following minimum conditions are met:

a. Site shall be buffered with wooden opaque fencing not to exceed 10 feet in height and also provide sound and site screening as visual and sound buffer to residential homes in and around area of warehouse storage site.

b. Outdoor lighting plan shall be submitted with a site plan.

c. Hours of operation shall be included as part of CUP review.

d. Other reasonable conditions as may be imposed by the Board of Commissioners.

(16) Village center project: a mixed use development situated on single parcel of land under single ownership whereby an existing commercial building, or new structure, may be developed and limited to retail sales units on the lower level of the structure with residential units on upper level. Additional residential units may be situated on the site. The following minimum requirements shall be met:

a. Village center complex site must contain a minimum of 3 acres.

b. Approval of all supplementary local, state and federal permits. Site must be adequate for siting commercial structure, parking, loading and maneuvering space as required by Article VII. Two 10' x 20' parking spaces per residential use shall be provided. Overflow parking, if applicable, shall be directed to off peak use of commercial spaces.

c. Site screening - a vegetative or fence buffer not to exceed 10 feet in height. A 10-foot wide setback shall be required where the site abuts a residential use or zone (not subject to 20-foot dimensional requirements in D.1 - Dimensional requirements).

d. Food service shall be limited to packaged items, such as snacks, drinks and ice cream. Food service may be located outside the building on site as a refreshment pavilion to serve patrons in the village complex. Food service shall be exempt from parking as required for restaurants.

(17) Village general store with fuel pumps provided that no principal or accessory building shall be located within 50 feet of a residential use, accessory dwelling unit, or residential district and that such fuel pumps shall be set back at least 25 feet from all rights-of-way. The following minimum requirements shall be met for open canopy lighting to preserve the night time environment :

a. The area directly below the canopy may be illuminated with a minimum foot candle of 4 but not to exceed a foot-candle rating of 10.

b. Parking spaces provided under a canopy shall be 10' x 20' in area.

(18) Spoil sites for maintenance dredging.

(19) Wind energy research facilities according to the standards of Section 22-29.3. (Adopted 4-18-11)

(20) Temporary, portable concrete plant including silos, aggregate bins, dust collector, hoppers, conveyors, batch mix, office and other accessory equipment necessary to the operation of the portable concrete plant including storage of aggregate and other materials necessary for the making of concrete.

a. The lot or parcel upon which the portable concrete plant is located shall contain at least four (4) acres of contiguous non-wetland area.

b. The plant and all accessory equipment shall be mobile and may be not permanently attached to the property. The equipment may be temporarily secured to the property for safety reason but must be removed upon the expiration of the conditional use permit.

c. Notwithstanding any other provision of the Zoning Ordinance, the portable concrete plant when erected shall not exceed 60 feet in height.

d. The concrete plant and storage of aggregate and other materials shall be at least twenty-five (25) feet from any property line and there shall be wooden opaque fence no less than ten (10) feet high between the plant and any residence or residential zone.

e. The concrete plant shall include a dust collection system which collects dust at the load out point and the particulate that is collected is recycled into the system.

f. All aggregate stored on the site shall be kept moist at all times to prevent dust.

g. All outdoor lighting shall be low profile, shielded with glare directed on-site and away from any adjoining properties and streets.

h. No more than eight (8) trucks used for the transport of concrete may be parked overnight on the property.

i. There shall be no concrete transport trucks that enter or exit the site between the hours of 7:00 a.m. to 8:30 a.m. and 2:00 p.m. to 3:30 p.m. on any day public schools in Dare County are in session.

j. The concrete plant shall be operated in accordance with all requirements of the North Carolina Department of Transportation and any other regulatory body.

k. This conditional use permit shall remain in effect for a period of 39 months. This 39-month period shall commence on the date identified

by NC Department of Transportation in the notice to proceed issued by NCDOT to the bridge contractor. Upon the showing of good cause, the Dare County Board of Commissioners may extend the permit for up to 180 additional days. Good cause shall mean unavoidable conditions or events necessitating the continued operation of the plant for the purpose for which it was originally installed.

l. Upon expiration of the conditional use permit, operation of the concrete plant shall cease and the concrete plant and all accessory equipment and materials shall be removed from the site and the site returned to its original condition within thirty (30) days.

m. A performance bond, satisfactory to Dare County, to be used for removal and reclamation activities shall be established by the permittee at the time a site specific development plan and conditional use permit for a temporary portable concrete plant is authorized by Dare County. The bond shall be in the amount of \$20,000 shall be issued to Dare County to be used in the event the permittee does not remove all equipment from the site and restore the site to its original condition as provided above. If this amount is insufficient to cover the cost of reclamation of the site, then the property owner shall be held accountable for the additional amount and a lien shall be placed on the site for any amount over the \$20,000 bond amount that is incurred by Dare County in the reclamation of the site. The bond shall remain in place until released by Dare County upon certification by Dare County of compliance with the conditions of this permit. Dare County shall be authorized to use the bond to cover all costs and expenses of removal, including but not limited to all legal fees or other costs or expenses associated with enforcement of the provisions of the conditional use permit. This bond shall be forfeited if the concrete plant, all equipment, components and accessories of the concrete plant have not been removed from the site and the site restored to its pre-plant conditions within the time required by this conditional use permit. In lieu of a bond, permittee may post a cash bond with Dare County to be held for the purposes set forth above. (Adopted 11-19-2012)

(d) Dimensional requirements for residential uses:

(1) Minimum lot size:

a. Single-family lots with accessory dwelling units and accessory commercial structures used in association with a single-family use shall be of sufficient size to meet the requirements of the Dare County Environmental Health Department and to provide adequate setbacks for the single-family structure, accessory dwelling unit and all other accessory use structures.

Existing lots – All lots that were subdivide and recorded before June 5, 2006 shall meet the approval of the Dare County Environmental Health Department for well and on-site wastewater systems. The setbacks and lot coverage standards of Section 22-27.18 shall apply to lots recorded June 5, 2006.

b. Newly platted lots -- For those lots subdivided and recorded after June 5, 2006:

Single family lots: 20,000 square feet of soils not classified as coastal wetlands.

Duplex lots: 25,000 square feet of soils not classified as coastal wetlands.

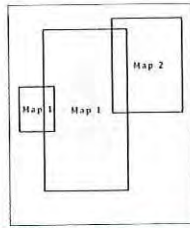
(2) Minimum lot width: 75 feet at building setback line.

(3) Minimum front yard: 25 feet.

(4) Minimum side yard: 10 feet; an additional 5-foot side setback for corner lots adjacent to a street. Lots less than 75 feet in width shall have an 8-foot setback and an additional 5-foot setback for corner lots adjacent to a street.

(5) Minimum rear yard: 20 feet maximum, or 20% of lot depth. Zero line setback for waterfront lots.

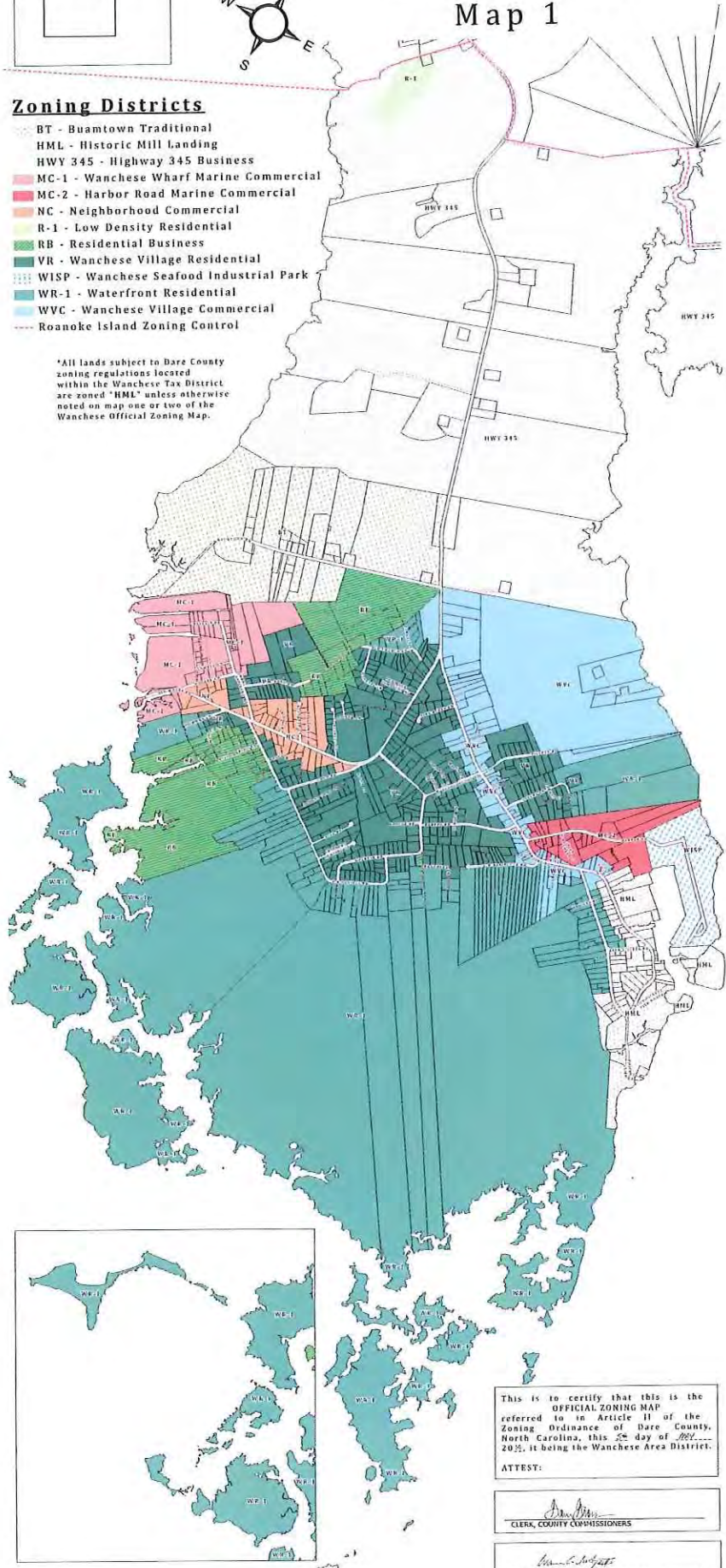
Wanchese, N.C. Official Zoning Map 1 in = 575 ft Map 1



Zoning Districts

- BT - Buamtown Traditional
- HML - Historic Mill Landing
- HWY 345 - Highway 345 Business
- MC-1 - Wanchese Wharf Marine Commercial
- MC-2 - Harbor Road Marine Commercial
- NC - Neighborhood Commercial
- R-1 - Low Density Residential
- RB - Residential Business
- VR - Wanchese Village Residential
- WISP - Wanchese Seafood Industrial Park
- WR-1 - Waterfront Residential
- WVC - Wanchese Village Commercial
- Roanoke Island Zoning Control

*All lands subject to Dare County zoning regulations located within the Wanchese Tax District are zoned "HML" unless otherwise noted on map one or two of the Wanchese Official Zoning Map.



This is to certify that this is the
OFFICIAL ZONING MAP
referred to in Article II of the
Zoning Ordinance of Dare County,
North Carolina, this 20 day of 2021,
it being the Wanchese Area District.

ATTEST:

CLERK, COUNTY COMMISSIONERS

CHAIRMAN, COUNTY COMMISSIONERS



Donna Creef <donnac@darenc.com>

Dare Challenge

1 message

JoAnn Hummers <jhummers@earthlink.net>
To: Donna Creef <DonnaC@darenc.com>

Thu, Sep 14, 2017 at 1:51 PM

Hello, Donna. I am writing to support the expansion of Dare Challenge and their text amendment. (I hope that is the correct wording.) I am a Licensed Clinical Addictions Specialist and have worked for the past 20 plus years with a number of people who have encountered difficulties related to their addictions in Dare County. I know that we need more help in Dare County, in the form of residential facilities for substance abuse.

Thank you for your consideration. JoAnn Hummers, EdD, LCAS, CCS

9/19/2017

Dare County Mail - Fwd: OBRF. OBSE Letter. To Dare Challenge



Sharon Flatt <sharon.flatt@darenc.com>

Fwd: OBRF. OBSE Letter. To Dare Challenge

1 message

Donna Creef <donnac@darenc.com>
To: Sharon Flatt <Sharon.Flatt@darenc.com>

Fri, Sep 15, 2017 at 3:24 PM

----- Forwarded message -----

From: John Gillam, III <jbgillam3@earthlink.net>
Date: Fri, Sep 15, 2017 at 3:17 PM
Subject: OBRF. OBSE Letter. To Dare Challenge
To: donnac@darenc.com
Cc: Bateman Teresa & Ervin <poorridge@charter.net>, elisabeth@dareeducationfoundation.org, pattymcken@gmail.com, jbgillam3@earthlink.com

- >
- > Dear Donna,
- >
- > As president of two Outer Banks nonprofits, the OuterBanks Relief Foundation and the Outer Banks Sporting Events, our foundations strongly support the good work of DARE CHALLENGE.
- >
- > Because of the missions of both foundations, we have seen significant effects of their good work.
- >
- > As a volunteer on the Outer Banks I have spent the last 20 years raising money for people in need.
- >
- > Dare Challenge has been an integral part of my efforts and the efforts of the two foundations I serve as president
- >
- > Please review the good work of Dare Challenge and move positively to help Dare Challenge to continue to serve our community
- >
- > I send you my very best wishes and kindest regards,
- >
- > John Bond Gillam, 111 - President
- > Outer Banks Relief Foundation, Inc.
- > Outer Banks Sportina Events. Inc.



Sharon Flatt <sharon.flatt@darenc.com>

Fwd: FW: Dare Challenge

1 message

Donna Creef <donnac@darenc.com>
 To: Sharon Flatt <Sharon.Flatt@darenc.com>

Tue, Sep 19, 2017 at 9:18 AM

----- Forwarded message -----

From: Steve Daniels <Steve@renconstructobx.com>
 Date: Tue, Sep 19, 2017 at 9:15 AM
 Subject: FW: Dare Challenge
 To: "donnac@darenc.com" <donnac@darenc.com>

To whom it may concern,

I would like to express the good that Dare Challenge does for our beloved county assisting those in need with substance abuse. All the employees of Renaissance Construction Company located in Manteo want to encourage and strongly support the rezoning efforts that would be necessary for the Dare Challenge building expansions. Thank you for your support in matter.

Steve Daniels, President

Renaissance Construction Company, Inc.



Donna Creef <donnac@darenc.com>

Dare Challenge

1 message

Michael Swiger <michael.swiger@dcdss.org>
 To: Donna Creef <donnac@darenc.com>

Wed, Sep 20, 2017 at 3:09 PM

Hello Donna, on the 9th of October, Dare Challenge will be going to the Public Hearing for the Text Change due to Zoning in the area and I wanted to state that I am in favor of the new zoning. They are an important part to the area and to continue to chisel away at the issue with drugs that we have here. I wanted to voice my support for them. Thank you for listening.

Michael A. Swiger*Income Maintenance Caseworker II*

Department of Health & Human Services

P.O. Box 669, Manteo, NC 27954

252.475.5502 phone

252.475.6421 fax

Michael.Swiger@dcdss.org email

www.darenc.com

9/20/2017

Dare County Mail - Fwd: Dare Challenge



Sharon Flatt <sharon.flatt@darenc.com>

Fwd: Dare Challenge

1 message

Donna Creef <donnac@darenc.com>
To: Sharon Flatt <Sharon.Flatt@darenc.com>

Wed, Sep 20, 2017 at 11:48 AM

----- Forwarded message -----
From: **Maureen Rose** <irishrose322@gmail.com>
Date: Wed, Sep 20, 2017 at 11:23 AM
Subject: Dare Challenge
To: DonnaC@darenc.com, Maureen Ducker <irishrose322@gmail.com>

I am IN FAVOR OF THE NEW ZONING for Dare Challenge, they do such good work! God bless them.

9/21/2017

Dare County Mail - Fwd: New Zoning



Sharon Flatt <sharon.flatt@darenc.com>

Fwd: New Zoning

1 message

Donna Creef <donnac@darenc.com>
To: Sharon Flatt <Sharon.Flatt@darenc.com>

Wed, Sep 20, 2017 at 2:28 PM

----- Forwarded message -----
From: **Daniels, Amy** <DanielsAm@fnb-corp.com>
Date: Wed, Sep 20, 2017 at 2:19 PM
Subject: New Zoning
To: "DonnaC@darenc.com" <DonnaC@darenc.com>

Dare Challenge is a wonderful place that is changing the lives of so many people in a positive way. Many, if not most, of the men that go there would be either in jail or dead if not for the good of the program and the great success rate that goes along with it. I am very much in favor of the new zoning.

Thank you,

Amy Daniels

Personal Banker

First National Bank



Sharon Flatt <sharon.flatt@darenc.com>

Fwd: Favor of new zoning

1 message

Donna Creef <donnac@darenc.com>
To: Sharon Flatt <Sharon.Flatt@darenc.com>

Wed, Sep 20, 2017 at 1:15 PM

----- Forwarded message -----

From: Tina Trehy <pio258@hotmail.com>
Date: Wed, Sep 20, 2017 at 12:03 PM
Subject: Favor of new zoning
To: "DonnaC@darenc.com" <DonnaC@darenc.com>

Good afternoon,

I am writing to you to express how important the new zoning is for Dare Challenge. Dare Challenge has changed so many lives and helped the community produce productive young men who otherwise would have been doomed for failure. Please please allow this re zoning.

Thank you!

Tina Trehy



Donna Creef <donnac@darenc.com>

Dare Challenge Zoning Request

1 message

pastordad57@gmail.com <pastordad57@gmail.com>
To: "donnac@darenc.com" <donnac@darenc.com>

Wed, Sep 20, 2017 at 4:09 PM

To Whom it May Concern,

As a local pastor and resident, I am grateful for the tireless efforts of Dare Challenge in bringing freedom from life controlling problems to young men through the love of God.

I wholeheartedly encourage the board to approve of the zoning request that has been presented by Dare Challenge. We must do all we can do to encourage this vital ministry that aims at the heart of the pandemic of addiction afflicting our state.

Sincerely,

Pastor Steve Smith

Manteo First Assembly



Donna Creef <donnac@darenc.com>

Dare Challenge

1 message

Linda Chisman <poshtek51@gmail.com>
To: donnac@darenc.com

Thu, Sep 21, 2017 at 9:41 AM

Donna, just wanted to send a message that I support the expansion of Dare Challenge. I believe they are a good influence in the community and deserve an opportunity to expand their services to include more of those in need.

Linda Chisman



Donna Creef <donnac@darenc.com>

Facility Needs

1 message

Tess Judge <tessjudgeobx@gmail.com>
To: donnac@darenc.com

Thu, Sep 21, 2017 at 8:02 AM

Good morning Donna,

I am emailing in support of the need for *in-house* facility for Dare County to assist with substance abuse resources. Substance abuse exists in many communities throughout and having in-house facilities to assist people in their recovery journey is so crucial. Substance abuse does not discriminate. It can and does effect people in all demographics and ages. I know our county has been working for years on this issue and is continuing to do this good work. New Horizons was a wonderful addition to our community however we need additional in-house facilities that can assist with this issue. I also want to commend Dare Challenge for their good work.

Thank you,

Tess Judge



Donna Creef <donnac@darenc.com>

Dare Challenge expansion!

1 message

David Daniels <danielsdavidj@gmail.com>
To: donnac@darenc.com

Thu, Sep 21, 2017 at 12:12 PM

Dear Donna
Please consider allowing Dustin Daniels and O B Dare Challenge to expand the buildings as the needs of this ministry is so valuable.
Everyone it helps takes the whole county working together.

Thanks for all that Dare County has and is doing.

Respectfully,

David Daniels



Donna Creef <donnac@darenc.com>

FW: Dare Challenge

1 message

Fearing, Charles <cfearing@ncdot.gov>
To: "donnac@darenc.com" <donnac@darenc.com>

Thu, Sep 21, 2017 at 10:00 AM

Good morning Donna,

I am writing on behalf of Dare Challenge. In the era we now live in programs of this nature are so vitally important have in our communities. Dare County is blessed to have such a program especially with the leadership and upper echelon of support that Dare Challenge is blessed to have. I also whole heartily support Dare Challenge and urge you to do all you can to insure this program is able to continue to grow and expand to meet the life changing needs of so many of our young individuals. I personally know how vitally important it is to Dare County, where I was born, raised and love immensely to have this great program. I am a recovering alcoholic and drug addict with over 28 years of sobriety but for the Grace of God and a program like Dare Challenge I would of not recovered from my addictions. Unfortunately today the acuteness is much greater across our great nation today but thankfully the awareness is also much greater. Dare Challenge goals are to change as many lives as possible, educate, give each skill sets and teach financial management so they can all lead successful and productive lives. It is incumbent for us, as citizens of Dare County, to support such a program as this. I ask of not only your support but for you to encourage our leadership of Dare County to also rise to this occasion.

Best regards,

Charlie

Charles Fearing

Assistant Director Maintenance and Materials

NCDOT - Ferry Division

252 473 3461 office

252 725 4189 mobile

cfearing@ncdot.gov

8550 Shipyard Road

Manns Harbor, NC 27953



Donna Creef <donnac@darenc.com>

Dare Challenge

1 message

~Becky Smith~ <beckysmith62@aol.com>

Wed, Oct 4, 2017 at 4:18 PM

To: donnac@darenc.com

I have spent 8 years observing the Dare Challenge ministry and I can say without any doubt that lives are changes there in incredible ways. My husband serves on the board of directors and we have hosted the men in our home for a Thanksgiving meal 6 years in a row.

There are more drug problems than there are drug solutions. We need Dare Challenge to be able to grow and continue to be a part of the solution. Therefore, I am in favor of rezoning to allow Dare Challenge to build and expand.

Becky Smith



*Public Hearing -- Dare Storage LLC
Skyco Neighborhood Commercial Zoning Text Amendment*

Description

A public hearing is scheduled on the proposed Skyco Neighborhood Commercial text amendment to add group development to the list of SNC uses. This request has been filed by Dr. William J. Adams, owner of Dare Storage LLC. The staff report and other supporting documentation on this amendment are attached.

Board Action Requested

Conduct public hearing and act on text amendment request after close of hearing.

Item Presenter

Donna Creef

STAFF REPORT – NOVEMBER 20, 2017 DCBC MEETING

FROM: Donna Creef, Planning Director
RE: PUBLIC HEARING -- Text Amendment to Skyco Neighborhood Commercial (SNC) District to add Group Developments
APPLICANT: William "Jeb" Adams d/b/a Dare Storage LLC

A Public Hearing has been scheduled for November 20 on a proposed a text amendment application to add "group developments" to the list of uses in the Syco Neighborhood Commercial (SNC) district. The applicant is Dare Storage LLC. Dare Storage LLC owns an existing facility comprised of several storage buildings on three parcels. In discussing the construction of additional structures on the property with Dr. Adams, it was noted that the SNC district lists storage buildings but does not list group developments as uses permitted in the district. The text amendment, If adopted, would clarify the language and provide for potential future structures. If the SNC district is amended as requested, then Section 22-31, Group Developments, would also need to be amended to list SNC.

The SNC district applies to a small area of NC 345 near Skyco Road. The SNC intent statement indicates the SNC district is to provide for the grouping and development of small commercial facilities to serve neighborhood residents and the general public. The range of uses permitted in the district includes storage yards, automobile repair services, sub-contractor offices, single family and multifamily structures, and group residential housing developments. A copy of the entire SNC district is included with the staff report.

The Planning Board conducted a hearing on this matter on October 9. The Planning Board voted to recommend approval of the text amendment.

The draft amendment language is as follows:

Section 22-24.2 Skyco Neighborhood Commercial

(c) Conditional uses

(13) Group developments according to the provisions of Section 22-31.

Section 22-31 Group Developments

(d) Group developments may be allowed in the following zoning districts: *(add SNC to this list)*

I have prepared a zoning consistency statement for the Board's consideration. Should the Board take favorable action on the amendment, the consistency statement needs to be adopted also.

Motions for the Board's consideration:

Motion to adopt text amendment and consistency statement –

"I move that the Skyco Neighborhood Commercial text amendment to add group developments and the associated Section 22-31 amendment be adopted as recommended by the Planning Board. I move that the zoning consistency statement included in the packet be adopted as part of this action."

Motion to revise language based on public input and/or board discussion-

"I move that the Skyco Neighborhood Commercial text amendment to add group developments and the associated amendment to Section 22-31 be revised (insert revised language) and adopted as revised. I move that the zoning consistency statement included in the packet be adopted as part of this action."

ZONING AMENDMENT CONSISTENCY STATEMENT

On November 20, 2017 the Dare County Board of Commissioners considered a zoning text amendment application submitted by Dare Storage LLC. This zoning amendment application seeks to add “group developments” to the list of uses in the Skyco Neighborhood Commercial zoning district on Roanoke Island.

The 2009 Dare County Land Use Plan is the comprehensive plan for unincorporated Dare County adopted by the Dare County Board of Commissioners on December 6, 2010.

A review of the Dare County Land Use Plan found the following policies to be applicable to the zoning text amendment:

Land Use Compatibility Management Topic

Policy # LUC # 5

Dare County encourages the continued existence and development of locally-owned businesses in unincorporated Dare County.

Implementation Strategy for LUC #5 – Inventory of older existing commercial businesses and consideration of zoning amendment to ensure their replacement or repair in the event of damage from a natural disaster.

Policy #LUC 6

Commercial development should be designed to meet the needs of Dare County's unincorporated village and not serve as regional commercial centers. The gross floor area limitations of the Dare County Zoning Ordinance and other applicable land use codes shall be used as a tool to manage the footprint of commercial structures. The goal is to manage the size of commercial structures, which serve as a disincentive for regional commercial centers for location in villages.

Based upon a review of these policies and the favorable recommendation of the Planning Board, the Board of Commissioners finds the Dare Storage LLC zoning amendment to be consistent with the 2009 Dare County Land Use Plan since the amendment will allow for the continued existence of an existing commercial facility of Dare Storage LLC as noted in LUC#5. This amendment will address the non-conforming status of the existing commercial facility operated by Dare Storage LLC located at 745 Highway 345, 761 Highway 345 and 783 Highway 345.

The Board of Commissioners further finds the adoption of this amendment to be reasonable and in the public interest by providing for the development of and grouping of small commercial facilities to serve neighborhood residents and the general public.

Adopted this November 20th day of 2017

Robert L. Woodard, Chairman
Dare County Board of Commissioners

SECTION 22-24.2 SNC SKYCO NEIGHBORHOOD COMMERCIAL DISTRICT

(a) Intent. The SNC District is established to provide proper grouping and development of small commercial facilities to serve neighborhood residents and the general public. Several public water supply wells owned by Dare County are located in the surrounding area as well as large expanses of wetlands. The commercial land uses permitted in this neighborhood district are less numerous and include limitations that are not found in other commercial zoning districts.

(b) Permitted uses. Any use in existence on June 18, 2007 shall be allowed to continue in operation without seeking approval from Dare County. Additions or expansions of uses in existence on June 18, 2007 shall be subject to administrative review and approval by the Dare County Planning Department for compliance with the zoning regulations. Construction of additional principal use structures at existing business sites that would require a conditional use permit if not already established prior to June 18, 2007 shall trigger review and approval under the conditional use permit process.

The following uses shall be permitted by right and any use not permitted herein shall be deemed prohibited:

- (1) Single family dwellings.
- (2) Customary accessory uses.
- (3) Duplexes.
- (4) Greenhouses.
- (5) Small and large bed and breakfast homes as defined in Section 22-2.
- (6) Home occupations as defined in Section 22-2.
- (7) Neighborhood service facilities, including:
 - a. Automotive repair service center including towing and storage. Not to include fuel service.
 - b. Subcontractor (HVAC, plumbing, electrical) sales and service.
 - c. Beauty and barber shops.
 - d. Florist.
 - e. Woodworking and carpentry.
 - f. Fitness centers.
 - g. Nursery and garden shops (retail and wholesale).
 - h. Marine and fishing supply.
 - i. Seafood market as defined in Section 22-2.
 - j. Small engine repair.
 - k. Machine shops.
 - l. Small specialty fabrication.

(8) Crab shedding operations (maximum 50 shedders) including crab pot storage and other crabbing operations.

(9) County owned or leased facilities.

(10) Multifamily dwellings not to exceed 6 dwelling units per acre.

(11) Commercial storage yards as defined in Section 22-2 provided the following conditions are met:

a. Storage areas shall be enclosed with fencing for security purposes. Such fencing shall be at least 6 feet in height but shall not exceed 10 feet in height. The security fencing shall be maintained as needed by the property owner.

b. A vegetative buffer in addition to the security fencing shall be installed and perpetually maintained where the storage yard abuts a residential zone or a residential use to the side or the rear of the site. The vegetative buffer shall be of a sufficient size and height to effectively buffer the site from the abutting residential zone or residential use. A plan detailing the type, size, and species of vegetation proposed for use as a buffer shall be provided to the Zoning Administrator for review and approval. Existing on-site vegetation may be used if deemed to be sufficient by the Zoning Administrator.

c. There shall be no storage of inoperable or junked vehicles and equipment; unoccupied mobile (manufactured) homes; unattached flatbed trailers or container-type trailers designed for connection to tractor-trailer trucks; or large pieces of equipment used in dredging operations, road construction, and other industrial uses. Any vehicle or trailer stored on the site shall have a valid license plate and/or valid owner registration.

d. No recreational vehicles, travel trailers, or campers stored on the site shall be occupied or used for habitation while stored at the site.

e. All vehicles and equipment stored on the site shall be locked, enclosed or otherwise fashioned to such an extent that it is impossible for a child to obtain access or be entrapped in such vehicle or equipment.

f. There shall be no bulk storage of fuel, paint, or other combustible or hazardous materials at the site. (Adopted 8-15-11)

(c) **Conditional uses.** Any use in existence on June 18, 2007 shall be allowed to continue in operation without seeking approval from Dare County. Additions or expansions of uses in existence on June 18, 2007 shall be subject to administrative review and approval by the Dare County Planning Department for compliance with the zoning regulations. Construction of additional principal use structures at existing business sites that would require a conditional use permit if not already established prior to June 18, 2007 shall trigger review and approval under the conditional use permit process.

The following conditional uses, and not other conditional uses may be permitted, subject to the requirements of this district and additional regulations and requirements imposed by the Board of Commissioners as provided in Article IX of this chapter. Any use not permitted herein shall be deemed prohibited.

(1) Offices including:

a. Business.

b. Financial.

c. Governmental.

d. Medical.

e. Professional.

b. Single family lots served by a central water supply and an on-site septic tank drainfield system: 15,000 contiguous square feet of soil not classified as a coastal wetland.

c. Single family lots served by a central water supply and a central wastewater disposal system: 15,000 contiguous square feet of soil not classified as a coastal wetland.

d. Resident business: 30,000 contiguous square feet of soil not classified as a coastal wetland.

(2) Minimum lot width: 75 feet measured at the building setback line.

(3) Minimum front yard: 25 feet.

(4) Minimum side yard: 10 feet. An additional 10-foot side yard adjacent to the street is required for a corner lot.

(5) Minimum rear yard: 25 feet.

(6) Maximum allowable lot coverage by principal use and all accessory structures: 30%.

(7) Height limitation: 35 feet.

(8) Maximum gross building size: 10,000 square feet excluding decks, porches, and similar non-heated space. Non-heated space shall not be used as retail space, for the display of goods, or other commercial activities.

(e) Dimensional requirement for commercial uses.

(1) Minimum lot size: Commercial lots shall be of sufficient size to meet the requirements of the Dare County Health Department and to provide adequate area for structures, parking, loading and maneuvering space. In addition, a visual buffer of vegetation or fencing is required where commercial use abuts a residential use or zone.

(2) Minimum front yard: 15 feet.

(3) Minimum side yard: 10 feet. An additional 10-foot side yard adjacent to the street is required for a corner lot.

(4) Minimum rear yard: 20 feet.

(5) Maximum allowable lot coverage by principal use and all accessory structures: 60%.

(6) Height limitation: 35 feet.

(7) Maximum gross building size: 10,000 square feet excluding decks, porches, and similar non-heated space. Non-heated space shall not be used as retail space, for the display of goods, or other commercial activities.

(f) Non-conformities.

(1) In the event a natural disaster or accidental occurrence leads to extensive damage of an existing structure or use, that use or structure may be repaired or replaced to 100% of its status as of June 18, 2007 but no greater and only to the extent that it cannot be built in conformity with these regulations. This right to repair or replace a non-conforming structure or use shall apply in perpetuity.

(2) Any proposed addition or alteration to an existing use or structure must conform to those guidelines in effect at the time permit application for such an addition or alteration is made.

(Adopted 6-18-07)

(2) Family child care homes and residential child care centers as defined in Section 22-2.

(3) Public and private utilities.

(4) Fire stations.

(5) Retail sales and food stores (not to include fuel service).

(6) Churches (excluding day care).

(7) Public and private parks.

(8) Outdoor recreation facilities provided the following conditions are met:

a. The site is not located closer than 500 feet to any residential use or residential zone.

b. Paved parking shall be provided at the rate of one parking space per square feet of principal use ground area plus once for each two employees.

c. Holding lanes shall be provided on the site for automobiles entering and leaving the site to minimize traffic congestion on public roads.

d. Lighting shall be arranged and shielded so that light and glare is directed away from surrounding property.

e. Loudspeakers or sound amplification devices which are audible over 100 feet from the site shall not be permitted.

f. The entire site shall be buffered by dense vegetation (planted or natural) not less than eight feet in height and ten feet in width.

(9) Resident businesses provided that:

a. Family members resides on premises plus one other non-residential employee.

b. Merchandise produced on or off premises may be sold at the business.

c. The total square footage designated as the resident business may not exceed 40% of the total floor area of the home. The business area may be located within the confines of the home or in an accessory building located on the same property provided the 40% maximum area is not exceeded in the accessory building or in combination of the home and the accessory building.

d. One indirectly lighted sign, each side not to exceed four square feet may be installed on the site.

e. Parking requirements of Section 22-56 for the proposed use shall be applied.

(10) Storage buildings provided a vegetative buffer not less than 10 feet in height is provided along public rights-of-way and adjacent to any residential use or zone.

(11) Group housing developments consisting of single family homes and subject to the provisions of Section 22-31.

(12) Group housing developments consisting of multifamily structures subject to the provisions of Section 22-31. Maximum dwelling density shall not exceed 6 dwelling units per acre.

(d) Dimensional requirements for residential nses.

(1) Minimum lot size:

a. Single family lots served by a private well and an on-site septic tank/drainfield system: 20,000 contiguous square feet of soil not classified as a coastal wetland.

b. Single family lots served by a central water supply and an on-site septic tank drainfield system: 15,000 contiguous square feet of soil not classified as a coastal wetland.

c. Single family lots served by a central water supply and a central wastewater disposal system: 15,000 contiguous square feet of soil not classified as a coastal wetland.

d. Resident business: 30,000 contiguous square feet of soil not classified as a coastal wetland.

(2) Minimum lot width: 75 feet measured at the building setback line.

(3) Minimum front yard: 25 feet.

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(5) Minimum rear yard: 25 feet.

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(1) Minimum lot size: Commercial lots shall be of sufficient size to meet the requirements of the Dare County Health Department and to provide adequate area for structures, parking, loading and maneuvering space. In addition, a visual buffer of vegetation or fencing is required where commercial use abuts a residential use or zone.

(2) Minimum front yard: 15 feet.

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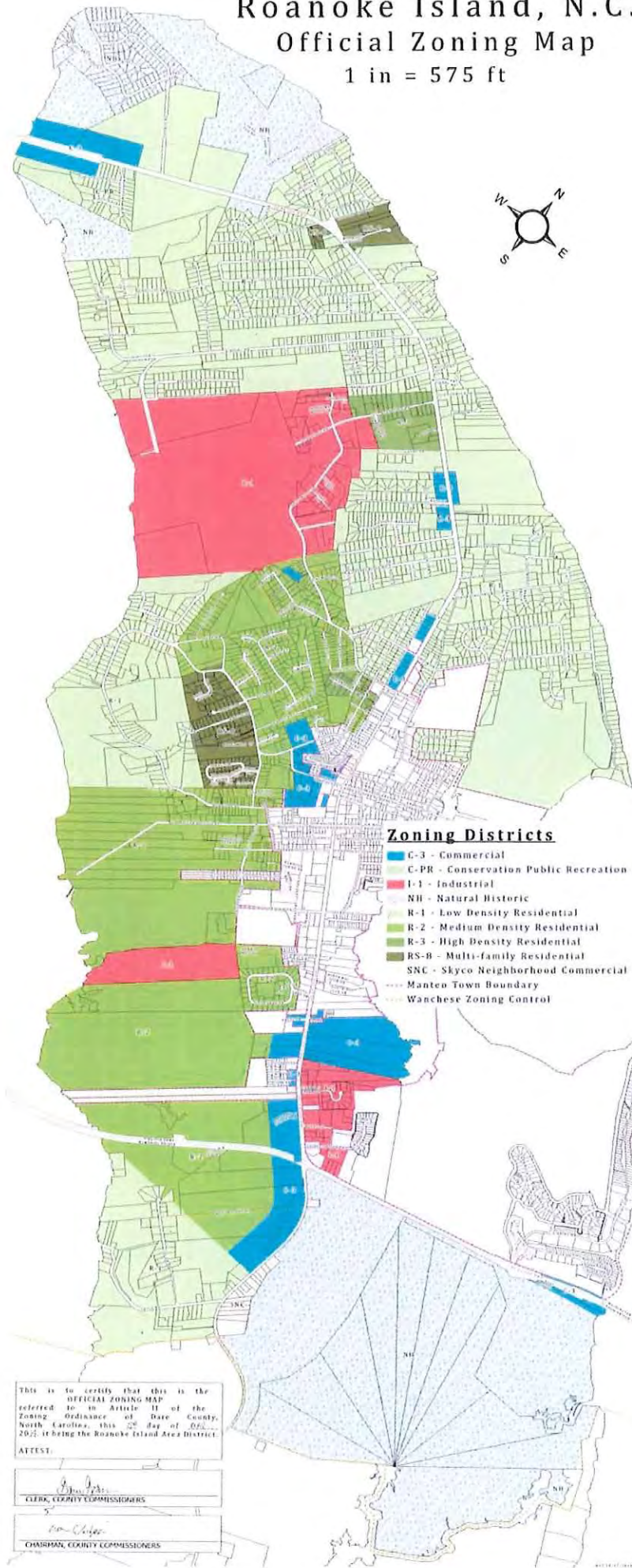
(2) Any proposed addition or alteration to an existing use or structure must conform to those guidelines in effect at the time permit application for such an addition or alteration is made.

(Adopted 6-18-07)

Roanoke Island, N.C.

Official Zoning Map

1 in = 575 ft



Zoning Districts

- C-3 - Commercial
- C-PR - Conservation Public Recreation
- I-1 - Industrial
- NH - Natural Historic
- R-1 - Low Density Residential
- R-2 - Medium Density Residential
- R-3 - High Density Residential
- RS-B - Multi-family Residential
- SNC - Skyco Neighborhood Commercial
- Manteo Town Boundary
- ... Wanchese Zoning Control

This is to certify that this is the OFFICIAL ZONING MAP referred to in Article II of the Zoning Ordinance of Dare County, North Carolina, this 22 day of Dec., 2012, it being the Roanoke Island Area District.

ATTEST:

[Signature]
CLERK, COUNTY COMMISSIONERS

[Signature]
CHAIRMAN, COUNTY COMMISSIONERS



Consent Agenda

Description

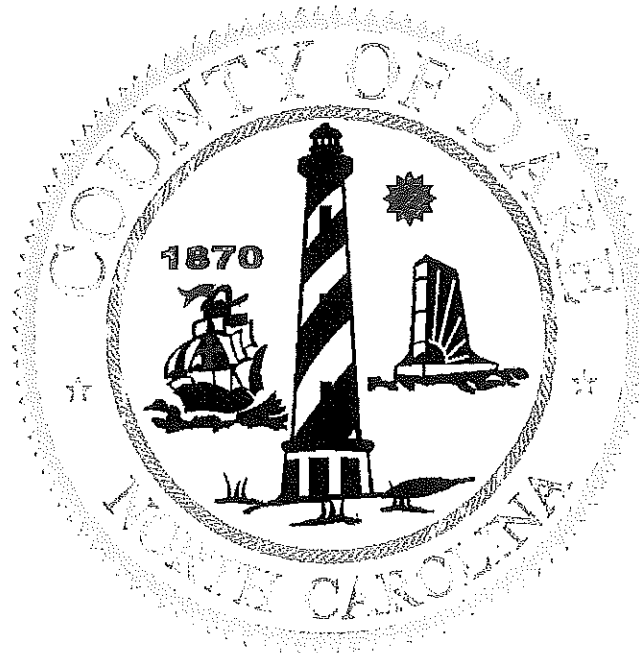
1. Approval of Minutes (11.06.17)
2. DCDHHS, Public Health Division - Project Lazarus NC Disposal Initiative
3. Town of Manteo New Years Eve Fireworks 2017
4. Older Adult Services Budget Amendment
5. Tax Collector's Report

Board Action Requested

Approval

Item Presenter

County Manager, Robert Outten



Approval of Minutes

Description

The Board of Commissioners will review and approve their previous Minutes, which follow this page.

Board Action Requested

Approve Previous Minutes

Item Presenter

County Manager, Robert Outten



COUNTY OF DARE, NORTH CAROLINA

District 1: Roanoke Island & Mainland; District 2: Nags Head, Colington, Kill Devil Hills; District 3: Kitty Hawk, Southern Shores, Duck; District 4: Chicamacomico, Avon, Buxton, Frisco, Hatteras; District 5: At Large

Regularly scheduled Board meetings are videotaped and can be viewed at www.darenc.com

MINUTES

DARE COUNTY BOARD OF COMMISSIONERS MEETING

Dare County Administration Building, Manteo, NC

9:00 a.m., November 6, 2017

Commissioners present: Chairman Robert Woodard, Vice Chairman Wally Overman
Jack Shea, Steve House, Jim Tobin, Danny Couch

Commissioners absent: Rob Ross

Others present: County Manager/Attorney, Robert Outten
Deputy County Manager/Finance Director, David Clawson
Public Information Officer, Dorothy Hester
Clerk to the Board, Gary Lee Gross

A full and complete account of the entire Board of Commissioners meeting is archived on a video that is available for viewing on the Dare County website www.darenc.com.

Chairman Woodard called the meeting to order at 9:01 a.m. He invited Rev. Cherri Wheeler, a retired U.S. Air Force Chaplain who now serves as Chaplain for Dare County EMS, to share a prayer, and then he led the Pledge of Allegiance to the flag. During the meeting, Chairman Woodard announced that Commissioner Ross had an excused absence today and is unable to attend due to a prior commitment.

ITEM 1 – OPENING REMARKS – CHAIRMAN’S UPDATE

Chairman Woodard mentioned the following items during his opening remarks –

- He asked people to remember the victims of the tragic shooting at a Texas Church.
- Provided details about the recent Outer Banks History Weekend.
- Congratulated Karen Brown and the Outer Banks Chamber of Commerce for putting on a successful Outer Banks Seafood Festival.
- Reminded everyone who hasn’t yet voted to exercise their right to vote.

A video of the Chairman’s update can be seen on the County website www.darenc.com.

ITEM 2 – PRESENTATION OF COUNTY SERVICE PINS

- 1) Naomi Rhodes, Reference Librarian, received a 15-year pin.
- 2) Ricky Bascue, Detention Officer, received a 20-year pin.
- 3) Dan Hughes, Detention Assistant Shift Leader, received a 20-year pin.
- 4) Holly Meekins, Public Health Nursing Director, received a 20-year pin.

ITEM 3 – EMPLOYEE OF THE MONTH – November 2017

Kelli Miller received the Employee of the Month award from Tim White who described how Ms. Miller has helped develop the County's gymnastics program and the service she provides to Dare County residents through the Parks & Recreation Department.

ITEM 4 – PUBLIC COMMENTS

The Manager outlined the procedure for making public comments in Manteo and via the video link to the Fessenden Center in Buxton. Citizen remarks can be seen in their entirety on the county website www.darenc.com. Following is a brief summary –

The following comments were made in Manteo –

1. Wade Wheeler asked the Board to consider a different perspective concerning the new flood maps. He explained how the new maps would be detrimental to his plans to have a swim spa on his property in Southern Shores. He asked Commissioners to remember that people are ready to move forward with the flood map now as it is.

There were no Public Comments via the video link to the Fessenden Center in Buxton.

ITEM 5 – PROCLAMATION HONORING GOOD SAMARITANS

EMS Chief Jenny Collins presented a proclamation honoring six people for their life-saving actions when an Outer Banks visitor suffered a cardiac arrest. The proclamation described the heroic efforts of bystanders Martha Lebo, Lori & Michael O'Conner, and Karen Wright along with the actions of Dominion Energy Linemen Jeremy Aycock and Quentin Conner who utilized the Automated External Defibrillator (AED) that was on their company vehicle. Chairman Woodard presented the rescuers with a framed copy of the proclamation.

MOTION

Commissioner Shea motioned to issue a proclamation honoring the good Samaritans. Vice Chairman Overman and Commissioner House seconded the motion.

VOTE: AYES unanimous

ITEM 6 – REPORT ON THE MONITOR NATIONAL MARINE SANCTUARY

Superintendent David Alberg and Research Coordinator Tane Casserley updated the Board on plans, activities, and research at the Monitor National Marine Sanctuary. They showcased how the shipwrecks in the Sanctuary provide excellent fishing locations and provide opportunities for diving, heritage tourism, and the fishing industry.

ITEM 7 – TOURISM BOARD REQUEST FOR RESTRICTED FUND SPENDING

Susie Walters Chair of the Dare County Tourism Board appeared with Lee Nettles Executive Director of the Outer Banks Visitors Bureau to present a request for spending from the Restricted Fund. Ms. Walters outlined the following items totaling \$442,886.

- \$309,351 to Town of Duck for Pedestrian Improvements
- \$119,357 to Town of Southern Shores for the East Dogwood Trail Pedestrian Walkway
- \$14,178 to Southern Shores Civic Assoc. for the Sea Oats Community Park Renewal

MOTION

Vice Chairman Overman motioned to approve the spending request as presented. Commissioner Shea seconded the motion.

VOTE: AYES unanimous

ITEM 8 – UPDATE ON THE BUXTON BEACH NOURISHMENT PROJECT

Tim Kana and Haiqing Kaczowski from Coastal Science & Engineering gave the Board an update on the Buxton beach nourishment project. They provided the milestone dates since mobilization began on May 10 and noted that the project is now 46% complete. Details were provided about the dredging vessels that have been used and plans to utilize a brand new hopper dredge, which is estimated to arrive in January 2018. Information was presented about wave heights and their impact on daily production. In view of the latest estimated completion date being mid-February 2018, the presentation included a review of key clauses in the agreement with Weeks Marine concerning liquidated damages and time extensions beyond the contract's December 15, 2017 completion date. It was noted that the contractor will be submitting a request to the County in mid-November for a contract time extension. The Board then discussed the status of the project, the contractor's performance, and the estimated completion date. Mr. Outten explained that talks are underway to extend the permit expirations. Chairman Woodard noted that the County's frustration with this project has been emphatically expressed during the weekly conferences with the contractor.

ITEM 9 – CONTRACT FOR CONSTRUCTION ENGINEERING SERVICES – OUTER BANKS NATIONAL SCENIC BYWAY

The County Manager explained that the Board previously selected Albemarle & Associates to provide Construction Engineering Services (CES) for the Wayshowing Interpretive Project Installation Services for the Outer Banks National Scenic Byway. He presented a proposed contract with Albemarle & Associates for CES services that is subject to approval by NCDOT.

MOTION

Vice Chairman Overman motioned to approve the contract subject to approval by NCDOT. Commissioner House and Commissioner Shea seconded the motion.

VOTE: AYES unanimous

ITEM 10 – OUT OF COUNTY PARTICIPATION IN PARKS & RECREATION PROGRAMS

A proposed policy prepared by staff was presented to the Board pertaining to requests from people outside of Dare County who wish to participate in Dare County Parks & Recreation programs. Mr. Outten explained that the policy, if approved, would provide that for activities where enrollment is limited, no out of county request will be accepted if it would prohibit a Dare County resident from participating. He said the policy would allow out of county participation subject to an additional fee and suggested a 50% cost upcharge model that is done in many other jurisdictions. Commissioner House noted that the

proposed policy and 50% upcharge is a fair arrangement. Commissioner Tobin asked for clarification whether the policy would apply to adults as well as young people who wish to participate in Dare County recreational activities, which is reflected in the following motion -

MOTION

Commissioner House motioned to approve the proposed policy with the addition of including adult participants as well as youth.

Commissioner Tobin seconded the motion.

VOTE: AYES unanimous

ITEM 11 – GROCE HOME OCCUPATION – CONDITIONAL USE PERMIT

This agenda item was handled as a quasi-judicial proceeding. Dare County Planner Noah Gillam and the applicant, Bridgette Groce, were both duly sworn by the Clerk to the Board before offering any testimony. Mr. Gillam outlined the Conditional Use Permit (CUP) submitted by Ms. Groce to operate a hair salon at her home located at 1163 N. Highway 64/264. The Manager asked the applicant if she agrees to the admission into evidence of the file material submitted by the Planning Department, the facts presented by the Planner, and the facts and conditions outlined in the CUP. Ms. Groce indicated her agreement.

MOTION

Commissioner Shea motioned to approve the CUP as recommended by the Planning Board. Commissioner House and Vice Chairman Overman seconded the motion.

VOTE: AYES unanimous

ITEM 12 – AMENDMENT TO I.G. HOLDINGS LLC – CONDITIONAL USE PERMIT

This agenda item was handled as a quasi-judicial proceeding. Dare County Planner Noah Gillam and John Delucia from Albemarle & Associates, on behalf of the applicant I.G. Holdings LLC, were both duly sworn by the Clerk to the Board before offering any testimony. Mr. Gillam outlined the Conditional Use Permit (CUP) submitted for a group development to allow additional residential housing for employees of the retail store located at 40494 NC Highway 12 in Avon. The County Manager asked Mr. Delucia if the applicant agrees to the admission into evidence of the file material submitted by the Planning Department, the facts presented by the Planner, and the facts and conditions outlined in the CUP. Mr. Delucia voiced the applicant's agreement.

MOTION

Vice Chairman Overman motioned to approve the amendment to the CUP and site plan for the proposed group development with the finding that sufficient information documenting compliance with the C-2 zoning requirements has been submitted and reasonable and appropriate conditions have been identified and applied to the proposed facility.

Commissioner Shea seconded the motion.

VOTE: AYES unanimous

**ITEM 13 – RECOMMENDED WATER FUND CAPITAL IMPROVEMENTS PLAN (CIP)
FY2018-2024 (Att. #1)**

Finance Director David Clawson along with Water Department Director Ken Flatt presented the Water Fund Capital Improvements Plan (CIP) for FY2018-2024. The

presentation included an overview of funding sources, a listing of each proposed project, and its impact on fund balances and revenue bond coverage ratios. It was noted that all projects are cash funded with no new proposed debt in the plan.

MOTION

Commissioner Shea motioned to adopt the CIP and authorize the County Manager to execute necessary budget actions for FY2018.

Commissioner House seconded the motion.

VOTE: AYES unanimous

ITEM 14 – AMENDMENT TO CAPITAL PROJECT ORDINANCES TO CLOSE COMPLETED PROJECTS AND PROVIDE BUDGET FOR EMS HELICOPTER PROJECT (Att. #2)

The Finance Director submitted an amendment to close several capital projects that were completed under budget. Mr. Clawson explained that the amendment will provide \$169,082 to the EMS Helicopter budget, to help address the old aircraft being sold at less than the amount expected from appraisals.

MOTION

Vice Chairman Overman motioned to adopt the amendment as presented.

Commissioner Shea seconded the motion.

VOTE: AYES unanimous

ITEM 15 – CONSENT AGENDA

The Manager announced the items as they were visually displayed in the meeting room.

MOTION

Commissioner Shea motioned to approve the Consent Agenda:

- 1) Approval of Minutes (10.16.17) **(Att. #3)**
- 2) Salvo Cemetery Grant Recommendation for Engineering & Construction Services
- 3) Petty Cash and Change Funds Policy and Ordinance **(Att. #4)**
- 4) Rodanthe Radio Tower Cellular Lease
- 5) Duck Water Tower Cellular Lease
- 6) Tax Collector's Report

Commissioner House seconded the motion.

VOTE: AYES unanimous

ITEM 16 – BOARD APPOINTMENTS

1) Dare County Youth Council

Vice Chairman Overman motioned to appoint Sandy Martin to replace Richard Martin, who resigned. Commissioner House and Commissioner Couch seconded the motion.

VOTE: AYES unanimous

Commissioner House motioned to reappoint Linda Austin, Gail Hutchison, Hunt Thomas, and Matt Witter. Commissioner Shea seconded the motion.

VOTE: AYES unanimous

2) Jury Commission

Commissioner Shea motioned to appoint Lou Ellen Quinn to fill the unexpired term of Alma Clark who resigned. Commissioner House seconded the motion.

VOTE: AYES unanimous

3) Juvenile Crime Prevention Council

Commissioner House motioned to appoint Josh Houston to fill the Youth Seat previously held by Joshua Tolson. Commissioner Shea seconded the motion.

VOTE: AYES unanimous

4) Older Adult Services Advisory Council

Vice Chairman Overman motioned to reappoint David Faudie, Cynthia Harris, Claudia Hennessey, and Paulette Prodanchek. Commissioner Shea seconded the motion.

VOTE: AYES unanimous

5) Zoning Board of Adjustment – Appointment of Chairman

Vice Chairman Overman motioned to appoint Jay Hart as Chairman of the Dare County Zoning Board of Adjustment. Commissioner Shea seconded the motion.

VOTE: AYES unanimous

6) Upcoming Board Appointments

The upcoming appointments for December, January, and February were announced.

ITEM 17 – COMMISSIONERS’ BUSINESS & MANAGER’S/ATTORNEY’S BUSINESS

Following is a brief outline of items raised during this segment. Commissioners and the County Manager frequently make extensive remarks, which can be viewed in their entirety on a video archived on the Dare County website www.darenc.com.

Commissioner House – thanked the Board for looking at the Parks & Recreation policy allowing out of county participation. Commissioner House reported on an excellent 5k run recently conducted by the Dare County Youth Council. And, an update was given on the Kitty Hawk beach nourishment project.

Vice Chairman Overman – congratulated the service pin recipients and the Employee of the Month. He reported on the October Town Hall event that was conducted on Hatteras Island by the Saving Lives Task Force. The Vice Chairman noted that a 2018 calendar of Town Hall events is being prepared. Chairman Woodard thanked Vice Chairman Overman for his tireless efforts serving on the Saving Lives Task Force.

Commissioner Shea – thanked the Employee of the Month and the service pin recipients for all that they do to make Dare County a wonderful place to live, work, and raise families. Commissioner Shea expressed hope that all those who have not voted early will do their duty and vote in tomorrow’s municipal elections.

Commissioner Couch – reported on the recent successful surf fishing tournament hosted by the Cape Hatteras Anglers Club. Commissioner Couch said he looks forward to the bridge being completed soon that will be named in honor of Captain Richard Etheridge. He noted that the Buxton beach nourishment project has been frustrating for everyone and thanked the Board and County Manager for being proactive on this issue because beach nourishment is so valuable to Dare County. Commissioner Couch commented on the recent Outer Banks History Weekend and discussion of Indian Town on Hatteras Island.

Commissioner Tobin – announced that Dare County is hosting the fall retreat for the North Carolina Cooperative State Advisory Council noting that he formerly served on that Council. He expressed thanks to Superintendent Alberg for the report that was given on the Monitor National Marine Sanctuary.

Chairman Woodard – No additional comments.

MANAGER’S/ATTORNEY’S BUSINESS

1. The County Manager reported on a \$20,125 bid that has been received for mitigation of the mold problem at the College of the Albemarle (COA) Basic Skills Building, which is used for a popular nursing program and EMS training. The Board discussed whether to invest money to fix the problem or wait for the building to be demolished in the next year or two as planned. It was noted that because COA is unable to move the nursing program to another venue, it would not be offered if the mold problem cannot be addressed. Chairman Woodard said the County is working diligently to provide new facilities for the Dare County campus contingent on COA offering a 2-year program so Dare County students will not need to travel to Elizabeth City. He noted that in the meantime, he does not want the nursing program eliminated because of the mold problem and made the following motion -

MOTION

Chairman Woodard motioned to authorize the County Manager to spend up to \$20,125 to mitigate the mold problem as presented.

Commissioner Shea seconded the motion.

VOTE: AYES unanimous

2. Mr. Outten presented a request from the Wanchese Seafood Industrial Park to have Dare County take over their water system. He said an engineering study is needed, which will be paid for by the Seafood Park, but before spending money researching this they would like to know if the County has interest in proceeding pending a satisfactory engineering report. He noted that water capacity is not an issue in considering whether to take over the Park’s water system.

MOTION

Vice Chairman Overman motioned to proceed as outlined by the County Manager.

Commissioner Shea seconded the motion.

VOTE: AYES unanimous

3. The Manager informed the Board that a meeting will be held November 15th in Raleigh where County Attorneys from across North Carolina will discuss the merits of litigation to address the opioid problem. Mr. Outten said he will report back to the Board on this.

Public Information Officer Dorothy Hester said the County is working with NCDOT on plans for a dedication ceremony for the new bridge on Hatteras Island to be named in honor of Captain Richard Etheridge.

Finance Director David Clawson thanked Water Department Director Ken Flatt for his efforts in preparing the Water Fund Capital Improvements Plan that was presented today.

Chairman Woodard called for a recess and announced that at 1:15 p.m. the Board would continue with agenda item #18 in the Commissioner's Conference Room for a Workshop discussion of plans for 2018.

RECESS: 11:39 a.m. – 1:16 p.m.

ITEM 18 – WORKSHOP – DISCUSSION OF PLANS FOR 2018

Chairman Woodard led the Board in a discussion about the services provided to Dare County residents and visitors along with issues to be faced in the coming year. The topics included – inlet maintenance, beach nourishment, school funding, COA plans, and economic development. Commissioners also discussed items that may arise in the upcoming legislative session in Raleigh and agreed by consensus to continue using the services of McGuireWoods Consulting on a monthly basis during the 2018 Legislative short session. Commissioners also engaged in a comprehensive review of the operation and services provided by each County Department.

During the Workshop, the Board acted on the following motion related to the County's ongoing commitment to inlet maintenance-

MOTION

Commissioner House motioned to authorize the County Manager to distribute, when needed, allocated funds for inlet maintenance up to the budgeted limits.

Commissioner Shea seconded the motion.

VOTE: AYES unanimous

At the conclusion of the Workshop, the Chairman asked for a motion to adjourn the meeting.

MOTION

Commissioner House motioned to adjourn the meeting.

Commissioner Shea seconded the motion.

VOTE: AYES unanimous

At 4:10 p.m., the Board of Commissioners adjourned until 5:00 p.m., November 20, 2017.



Respectfully submitted,

By: 
Gary Lee Gross, Clerk to the Board

APPROVED:

By: _____
Robert Woodard, Chairman
Dare County Board of Commissioners



DHHS Public Health Division-Project Lazarus NC Disposal Initiative

Description

The Public Health Division has received funding from Project Lazarus for the North Carolina Disposal Initiative (NCDI) to plan and promote a drug take back event for the new medication drop box located at the Kill Devil Hills Police Department. Medicine take back events are an important way to raise awareness for the need to properly store and dispose of prescription medicines. Take back events destroy thousands of doses of unused, unwanted and expired medications each year, thereby reducing the risk of diversion and misuse.

Board Action Requested

Approve Budget Amendment

Item Presenter

N/A

DARE COUNTY

BUDGET AMENDMENT

F/Y 2017-2018

ACCOUNT	CODE			INCREASE	DECREASE
	Org	Object	Project		
Department:					
Human Services-Public Health					
<u>Revenues:</u>					
Project Lazarus	103052	TBD	56001	\$1,700	
<u>Expenditures:</u>					
Operating	104600	513400	56001	\$800	
Advertising/Promotion	104600	525600	56001	\$900	

Explanation:

Project Lazarus funding to be used to purchase scales for pill measurement, and advertising through radio, brochures, posters and flyers to promote the new prescription drug drop box located at the Kill Devil Hills Police Department

Approved by:

Board of Commissioners: _____

Date: _____

County Manager: _____

Date: _____

(sign in red)

Finance only:

Date entered: _____ Entered by: _____ Reference number: _____



County of Dare

Department of Health & Human Services

P.O. Box 669 | Manteo, North Carolina 27954

Health 252.475.5003 | Social Services 252.475.5500

Fred Wells Brason II
President/CEO, Project Lazarus
PO Box 261, 5368 Hwy 16 S
Moravian Falls, NC 28654

Dear Mr. Brason,

Please accept Dare County Department of Health & Human Services (DCDHHS) application for the North Carolina Disposal Initiative Program (NCDI) grant funding. DCDHHS is committed to proper disposal of medications to combat the ongoing prescription pill overdose crisis. DCDHHS works with local law enforcement agencies and coalitions to provide the Dare County community education and resources to be able to properly dispose of unused medication. If awarded funding, DCDHHS pledges to submit measurement and evaluation information the proper disposal measures set in place outlined in Appendix A of the grant application.

We would like to thank you for your consideration and look forward to working with Project Lazarus.

Sincerely,

Alexandra (Alex) Batschelet
Public Health Education Specialist
Dare County Department of Health & Human Services
(252) 475-9374
alex.batschelet@darenc.com

Appendix 1: Application Form

North Carolina Disposal Initiative: Request for Appropriations	
<p>Dedicated contact individual for the project.</p> <p>Include name, affiliation, address, phone, and email</p>	<p>Alex Batschelet Dare County Department of Health & Human Services Health Education Specialist 109 Exeter Street Manteo, NC 27954 (252) 475-9374 Alex.batschelet@darenc.com</p>
<p>Dedicated individual or organization to accept funds</p> <p>Please attach a W-9 form</p>	<p>Dare County Department of Health & Human Services County of Dare</p>
<p>What will you do?</p> <p>Describe in one or two sentences the planned take back events. Provide the location, dates, and times of the event.</p>	<p>Dare County Department Health & Human Services (DCHHS) will provide the Kill Devil Hills Police Department (KDH PD) with a prescription pill drop box from Project Lazarus. DCDHHS & KDH PD will then host a 'ribbon cutting and take back event' to promote the new box. Date: November 16th, 2017 Where: Kill Devil Hills Police Department Time: 4-6 PM</p>
<p>How will you promote your event?</p> <p>Please attach any promotional material you plan to use.</p>	<ul style="list-style-type: none"> • Flyer Distribution via social media, email to task forces, community members and coalitions. • Post posters in visible public places. • Create radio advertisements to promote drop box & take back event. • Press release to local news stations.

FY 2017 Proposal Budget

North Carolina Disposal Initiative (NCDI) Budget Proposal and Budget Narrative

Name of Applicant:

Dare County Department of Health & Human Services

Expenditure Budget: \$1,000-2,000.

Category	Expenses	Narrative Detail
		Add lines to detail each item as needed
Materials/Supplies/Resources		
Rack card/brochures/posters/flyers	\$100	Printing of Flyers/Posters through local company Coastal Impressions.
Scales to weigh the collected medications	\$300	Purchase scale through online retailer to provide to KDH Police Department.
Other:	\$100	To work with graphic designer to create flyer/posters
Total Materials/Supplies/Resources	\$500	
Media/Advertising		
Newspaper/Radio Ads/TV Ads, etc.	\$700	To run radio advertising through Max Radio or East Carolina Radio.
Other:		
Total Media/Advertising	\$700	
Stipend		
Law Enforcement Officers	\$0	Officers will be on 'work time'
Pharmacists	\$0	
Staff Coordination	\$0	Staff will be on 'work time'
Total Stipend	\$0	
Medicine Disposal Costs (if not covered by SBI or other means)		
Costs associated with storage of medicines (i.e. biohazard bins)	\$0	Drugs will be disposed of in drug drop box which will be provided by Project Lazarus.
Transportation of collected medicines	\$0	
Incineration of collected medicines	\$0	
Other:	\$500	Prescription Pill Scale to be used for measurement of pills collected
Total Disposal Costs	\$500	
Total Expenditures	\$1,700	



Addressing Substance Abuse In Dare County

Fred Wells Brason
President/CEO, Project Lazarus
PO Box 261, 5368 NC Hwy 16 S
Moravian Falls, NC 28654

Subject: Funding

Dear Mr. Brason,

The Saving Lives Task Force wishes to submit this letter of support for the North Carolina Disposal Initiative (NCDI) grant program for which Dare County Health & Human Services is applying.

Substance use disorder is a major issue in our nation and community. We are actively working with many community agencies and members to combat this every day. We are actively educating and bringing awareness about resources available to access treatment, obtain Naloxone, proper drug disposal and take back events to decrease drug diversion. We currently partake in 4 take back events each year. This funding will help our community continue to support drug drop off boxes and educate them on the importance of harm reduction activities. We work with the Dare county Health & Human Services Health Education unit frequently on Public Service announcements, educational brochures and Town Hall events to bring awareness to our community on proper drug disposal and locations to do so.

With warm regards,

A handwritten signature in black ink that reads "Wally Overman". The signature is fluid and cursive.

Wally Overman, Co-Chair Saving Lives Task Force

A handwritten signature in black ink that reads "Roxana Ballinger". The signature is fluid and cursive.

Roxana Ballinger, Co-Chair Saving Lives Task Force



KILL DEVIL HILLS POLICE DEPARTMENT

Post Office Box 1605, 102 Town Hall Drive

Kill Devil Hills, North Carolina 27948

252-449-5337

Fax 252-441-8281

www.kdhnc.com

Chief Gary Britt

To: Alex Batschelet

From: Officer Lora Gilreath

Ref: Prescription Pill Drop Box

Ms. Batschelet,

Thank you for reaching out to Kill Devil Hills Police Department in reference to placing a Pill Drop Box at our location. We are excited to have the opportunity to offer this service to the community. We feel it is important for the public to know there is a way to properly dispose of unused medications and we are grateful we will now be able to provide this service as a result of funding from Project Lazarus. We are grateful there are organizations willing to partner with us and work together to take unused and unwanted prescription medications off the street.

We are excited to partner with community organizations to host an event to educate and promote awareness to the community about prescription pill overdose. Through this event we will introduce our Pill Drop Box location to the community and answer questions. Through education we hope individuals will learn the proper way to discard their medications and the importance of not storing medications for long term.

Sincerely,

A handwritten signature in black ink, appearing to read "Lora M. Gilreath".

Lora M. Gilreath

Community Relations Officer

Kill Devil Hills Police Department

lgilreath@kdhnc.com



DRUG TAKE BACK EVENT

At The New Kill Devil Hills Police Department Medication Drop Box

Why should I properly dispose of my medications? Doing so protects you and your community by:

- Preventing poisoning of children and pets
- Deterring misuse by teenagers and adults
- Avoiding health problems from accidentally taking the wrong medicine, too much of the same medicine, or a medicine that is too old to work well
- Keeping medicines from entering streams and rivers when poured down the drain or flushed down the toilet

Drug Take Back Event NOVEMBER 16TH • 4-6 PM

Kill Devil Hills Police Department
102 Town Hall Drive • Kill Devil Hills, NC 27948



If you can't not attend the event, please visit the new drop box in the lobby during regular business hours.

PROJECT LAZARUS



County of Dare

Department of Health & Human Services

P.O. Box 669 | Manteo, North Carolina 27954

Health 252.475.5003 | Social Services 252.475.5500 | Veterans Services 252.475.5604

For More Information About Medication Disposal In YOUR Community, Please Visit: www.darenc.com/rx

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
County of Dare

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification; check only one of the following seven boxes:
 Individual/sole proprietor or single-member LLC
 Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____
 Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner.
 Other (see instructions) ▶ **Local Government**
 C Corporation
 S Corporation
 Partnership
 Trust/estate

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
 Exempt payee code (if any) _____
 Exemption from FATCA reporting code (if any) _____
 (Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.)
PO Box 1000

6 City, state, and ZIP code
Manteo NC 27948

7 List account number(s) here (optional)

Requester's name and address (optional)

Print or type
See Specific Instructions on page 2.

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number									
			-						
OR									
Employer identification number									
5	6	-	6	0	0	0	2	9	3

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here Signature of U.S. person ▶ *Debrae H. Seigrist* Date ▶ *07/18/17*

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.
 Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/ir9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1099 (home mortgage interest), 1099-E (student loan interest), 1099-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding?* on page 2.

By signing the filled-out form, you:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued).
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
- Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.



Town of Manteo New Years Eve Fireworks 2017

Description

In order to sponsor a New Years Eve fireworks celebration, the Town of Manteo has gathered all necessary documents. These consist of permits, site plan, operators licenses, certificates of insurance, event timeline and a safety plan. Thus, an agreement has been made between the Town of Manteo and Pyrotecnico Fireworks, Inc., to produce a fireworks presentation on December 31st, 2017 at Roanoke Island Festival Park. Personnel from the Office of the State Fire Marshal will be on site conducting all required fire code inspections.

Board Action Requested

Approval

Item Presenter

Steve Kovacs, Dare County Fire Marshal
Georgia Ellis, Admin. Support Specialist



COUNTY OF DARE

Department of Emergency Management
Office of the Fire Marshal
P.O. Box 1000, Manteo, North Carolina, 27954

Firework - Permit Application

Show Information							
Show Name:	Town of Manteo New Year's Eve Celebration						
Show Date:	12.31.17	Show Time:	11:59 pm	Duration:	approx. 10 min	Rain Date:	01.01.18 @ 10:00 pm
Show Location:	Roanoke Island Festival Park, 1 Festival Park, Manteo, NC 27954						
Show Sponsor:	Town of Manteo						
Address:	PO Box 246, 407 Budleigh St.						
City:	Manteo, NC	ZIP:	27954				
Sponsor Contact:	Kermit Skinner, Jr.						
Phone:	252.473.2133	Cell:	[REDACTED]				
Email:	skinner@townofmanteo.com	FAX:	252.473.2135				

Pyrotechnic Contractor						
Name:	Pyrotechnico Fireworks, Inc.	ATF License:	[REDACTED]			
Address:	PO Box 149					
City:	New Castle	State:	PA	ZIP:	16103	
Phone:	800.854.4705	Cell:	N/A			
Email:	jbriggs@pyrotechnico.com	FAX:	724.652.1288			
Contact Name:	Jody Briggs, Sales Assistant	Cell:	N/A			

Technician Information					
<i>Operator</i>					
Name:	Alan Jeremy Tyson	NC License:	#3011		
Phone:	[REDACTED]	Cell:	[REDACTED]		
Email:	jtyson@pyrotechnico.com				
<i>Assistants</i>					
Name:	See attached list and copies of licenses.	NC License:			
Name:		NC License:			

Site Information (Load in site)					
Owner Name:	N/A				
Address:					
City:		State:		ZIP:	
Phone:		Cell:			
Email:		FAX:			
Contact Name:		Cell:			

Barge Operator					
Owner Name:	N/A				
Address:					
City:		State:		ZIP:	
Phone:		Cell:			
Email:		FAX:			
Contact Name:		Cell:			

I certify to the best of my knowledge that all information provided herein is true and correct as submitted to the Dare County Fire Marshal's Office. All work performed under this permit shall conform to the plans, manufacturers specifications, and applicable North Carolina Building Codes and standards. I have read the instructions on the back page and have submitted the required documents. I understand that the completion of this application does NOT entitle the commencement of construction or operation of the system and I will call for all required inspections.



Applicant Signature

10-26-17

Date

Instructions

The applicant shall submit all needed documentation to the Fire Marshal's Office in order to process the application. Submission shall include, but not limited, to the following documents. If other documentation is needed by the Fire Marshal's Office the applicant shall submit such documentation for review when requested.

Exhibit

- A Provide site plan showing show set-up and all required safety and fallout zone radius.
- B Provide shell inventory (size, count); break down open, body, & finale.
- C Provide copies of state operator and assistant licenses.
- D Provide copy of insurance certificate.
- E Provide copy of ATF license.
- F Provide event schedule timeline and site security plan.
- Provide copy of Coast Guard permit; if applicable. USCG permit application submitted. Will provide as soon as received.
- If a barge show, provide barge size calculation per NFPA 1123 N/A
- Provide copy of property use agreement(s). Permit application for fireworks display on state property submitted. State permit issued day of show.

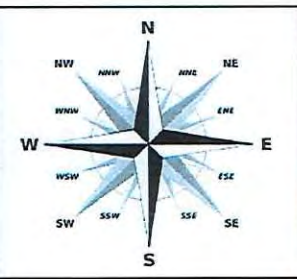
The event sponsor is required to develop in Incident Action Plan for the event. All agencies and organizations involved with the planning, support, and production of the event included. This must be completed and forwarded to the Fire Marshal's Office 2-weeks prior to the event for review and approval.

For Office Use Only

Date Filed _____ Application Complete? _____ If not complete, date returned: _____
 Reviewed _____ By: _____ [] Rejected [] Approved

Please understand that approval of any documents in no way relieves the owner, the architect, the engineer, or the contractor from the responsibility of violations of governing codes and regulations not found by our office. When such violations are found they must be corrected.

Exhibit A



Town of Manteo
Festival Island Park

1 Festival Park
 Manteo, NC 27954

REVISED DATE: 10/26/17

DRAWN BY:
 Justin Pruett

NOTES:
 Site plan is drawn to an approximate scale using NFPA 1123, NFPA 1126 or NFPA 160 as applicable.

- Audience
 - Radius
 - Fire
 - No parking east of line during setup
 - Closed
 - Safety Fall Out Zone
- Island to be vacant during and after firing of display with exception of FD and fire watch personnel
- 420' Safety Fall Out Radius
- 6" Maximum Device Per NFPA 70' Per Inch Policy



5M IGNITER	0		1.4S
STRING	X		
FUSE	X		



Town of Manteo
December 31, 2017

Technician

Alan Jeremy Tyson

[REDACTED] Stoney Pointe Drive

[REDACTED] Chapin, SC 29036

[REDACTED] phone: 803.940.7402

email: jtyson@pyrotechnico.com

[REDACTED] DOB: 10.16.87

Assistants

Kenneth Polk

[REDACTED] 104 Northgate Drive

[REDACTED] Washington, NC 27889

[REDACTED] phone: 252.945.0857

[REDACTED] email: kapackband1@hotmail.com

[REDACTED] DOB: 10.05.69

Malissa Polk

[REDACTED] 104 Northgate Drive

[REDACTED] Washington, NC 27889

[REDACTED] phone: 252.944.1578

[REDACTED] email: malissapolk@gmail.com

[REDACTED] DOB: 12.03.77

Stacy Tyson

[REDACTED] 31 Stoney Pointe Drive

[REDACTED] Chapin, SC 29036

[REDACTED] phone: 803.940.7312

[REDACTED] email: pyrochic99@hotmail.com

[REDACTED] DOB: 09.09.80

*Ms. Tyson is in the process of renewing her NC license. We will provide a copy of her license as soon as we receive it.

Exhibit C

Daniel Garcia

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

*Mr. Garcia has passed the NC test for his license. We will provide a copy of his license as soon as we receive it.



Outdoor Pyrotechnics
Display

**OPERATORS
LICENSE**

J
U
N



2
0
2
0

Malissa Polk
License # [REDACTED]

Outdoor Pyrotechnics
Display

**OPERATORS
LICENSE**

J
U
N



2
0
2
0

Kenneth Polk
License # [REDACTED]



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
7/21/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Britton-Gallagher and Associates, Inc. One Cleveland Center, Floor 30 1375 East 9th Street Cleveland OH 44114	CONTACT NAME:		
	PHONE (A/C, No. Ext): 216-658-7100	FAX (A/C, No.): 216-658-7101	
E-MAIL ADDRESS: info@brittongallagher.com			
INSURED 2299 Pyrotecnico Fireworks Inc. P.O. Box 149 299 Wilson Road New Castle PA 16103	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : Everest Indemnity Insurance Co.		10851
	INSURER B : Everest National Insurance Company		10120
	INSURER C : Maxum Indemnity Company		26743
	INSURER D : Axis Surplus Insurance Company		26620
	INSURER E :		
INSURER F :			

COVERAGES CERTIFICATE NUMBER: 1170847103 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC		SIBML00891-171	1/14/2017	1/14/2018	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COM/OP AGG \$2,000,000 \$
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/>		SIBCA00141-171	1/14/2017	1/14/2018	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB <input checked="" type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$		EXC6030375	1/14/2017	1/14/2018	EACH OCCURRENCE \$4,000,000 AGGREGATE \$4,000,000 \$ WG STATU-TORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y/N N/A				
D	Excess Liability #2		EAU620323	1/14/2017	1/14/2018	Each Occurrence \$5,000,000 Aggregate \$5,000,000 Total Excess Limits \$9,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Additional Insured extension of coverage is provided by above referenced General Liability policy where required by written agreement.
Fireworks Display Date: December 31, 2017 Rain Date: January 1, 2017
Location: Roanoke Island Festival Park, One Festival Park, Manteo, NC 27954
Additional Insureds: Roanoke Island Festival Park; State of North Carolina, Town of Manteo, North Carolina Office of the State Fire Marshal

CERTIFICATE HOLDER Town of Manteo PO Box 246 407 Budleigh St. Manteo NC 27954	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

Exhibit D



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/27/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Britton-Gallagher and Associates, Inc. One Cleveland Center, Floor 30 1375 East 9th Street Cleveland OH 44114		CONTACT NAME: PHONE (A/C, No, Ext): 216-658-7100 FAX (A/C, No): 216-658-7101 E-MAIL ADDRESS: info@brittongallagher.com															
INSURED 2299 Pyrotecnico Fireworks Inc. P.O. Box 149 299 Wilson Road New Castle PA 16103		<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : Everest Indemnity Insurance Co.</td> <td>10851</td> </tr> <tr> <td>INSURER B : Everest National Insurance Company</td> <td>10120</td> </tr> <tr> <td>INSURER C : Maxum Indemnity Company</td> <td>26743</td> </tr> <tr> <td>INSURER D : Axis Surplus Insurance Company</td> <td>26620</td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Everest Indemnity Insurance Co.	10851	INSURER B : Everest National Insurance Company	10120	INSURER C : Maxum Indemnity Company	26743	INSURER D : Axis Surplus Insurance Company	26620	INSURER E :		INSURER F :	
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INSURER E :																	
INSURER F :																	


COVERAGES **CERTIFICATE NUMBER: 21746816** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADL	SUBR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC			SI8ML00891-171	1/14/2017	1/14/2018	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS			SI8CA00141-171	1/14/2017	1/14/2018	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			EXC6030375	1/14/2017	1/14/2018	EACH OCCURRENCE \$4,000,000 AGGREGATE \$4,000,000 \$ WC STATU-TORY LIMITS OTH-ER
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N	N/A			E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
D	Excess Liability #2			EAU620323	1/14/2017	1/14/2018	Each Occurrence \$5,000,000 Aggregate \$5,000,000 Total Excess Limits \$9,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Additional Insured extension of coverage is provided by above referenced General Liability policy where required by written agreement.
 Fireworks Display Date: December 31, 2017; Rain Date: January 1, 2017
 Location: Roanoke Island Festival Park, One Festival Park, Manteo, NC 27954
 Additional Insureds: Roanoke Island Festival Park,; State of North Carolina; Town of Msnteo; North Carolina Office of the State Fire Marshal

CERTIFICATE HOLDER North Carolina Office of the State Fire Marshal 1202 Mail Service center Raleigh NC 27699-1202	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
---	--

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Federal Explosives License/Permit
(18 U.S.C. Chapter 40)

In accordance with the provisions of Title XI, Organized Crime Control Act of 1970, and the regulations issued thereunder (27 CFR Part 555), you may engage in the activity specified in this license or permit within the limitations of Chapter 40, Title 18, United States Code and the regulations issued thereunder, until the expiration date shown. **THIS LICENSE IS NOT TRANSFERABLE UNDER 27 CFR 555.53.** See "WARNINGS" and "NOTICES" on reverse.

Contact: ATF Correspondence To: ATF - Chief, FELC 244 Needy Road Martinsburg, WV 25405-9431	License/Permit Number: 8-PA-073-23-8J-12122
Chief, Federal Explosives Licensing Center (FELC) <i>Christopher R. Reers</i>	Expiration Date: September 1, 2018

Type of License or Permit
PYROTECNICO

Business Address (Changes? Notify the FELC at least 10 days before the move.)
**299 WILSON RD
 NEW CASTLE, PA 16101-**

Type of License or Permit
23-IMPORTER OF EXPLOSIVES

Purchasing Certification Statement
 The licensee or permittee named above shall use a copy of this license or permit to assist a purchaser of explosives to verify the identity and the licensed status of the licensee or permittee as provided by 27 CFR Part 555. The signature on each copy must be an original signature. A faxed, scanned or e-mailed copy of the license or permit with a signature deemed to be an original signature is acceptable. The signature must be that of the Federal Explosives Licensee (FEL) or a responsible person of the FEL. I certify that this is a true and correct copy of a license or permit issued to the licensee or permittee named above to engage in the business or operations specified above under "Type of License or Permit."

Licensee/Permittee Responsible Person Signature: *Stephen Vitale*
 Position/Title: *President/CEO*
 Date: *11-2-2015*

Mailing Address (Changes? Notify the FELC of any changes.)
 PYROTECNICO FIREWORKS INC
 PYROTECNICO
 PO BOX 149
 NEW CASTLE, PA 16103-0149

Federal Explosives License (FEL) Customer Service Information
 Federal Explosives Licensing Center (FELC): 244 Needy Road, Martinsburg, WV 25405-9431
 Toll-free Telephone Number: (877) 283-3352
 Fax Number: (304) 616-4401
 E-mail: FELC@atf.gov
 ATF Homepage: www.atf.gov

Change of Address (27 CFR 555.54(a)(1)). Licensees or permittees may during the term of their current license or permit remove their business or operations to a new location at which they intend regularly to carry on such business or operations. The licensee or permittee is required to give notification of the new location of the business or operations not less than 10 days prior to such removal with the Chief, Federal Explosives Licensing Center. The license or permit will be valid for the remainder of the term of the original license or permit. (The Chief, FELC, shall, if the licensee or permittee is not qualified, refer the request for amended license or permit to the Director of Industry Operations for denial in accordance with § 555.54.)

Right of Succession (27 CFR 555.59). (a) Certain persons other than the licensee or permittee may secure the right to carry on the same explosive materials business or operations at the same address shown on, and for the remainder of the term of, a current license or permit. Such persons are: (1) The surviving spouse, child, or executor, administrator, or other legal representative of a deceased licensee or permittee; and (2) A receiver or trustee in bankruptcy, or an assignee for the benefit of creditors. (b) In order to secure the right provided by this section, the person or persons continuing the business or operations shall furnish the license or permit for that business or operations for endorsement of such succession to the Chief, FELC, within 30 days from the date on which the successor begins to carry on the business or operations.

(Continued on reverse side)

Here X

Federal Explosives License/Permit (FEL) Information Card
 License/Permit Name: PYROTECNICO FIREWORKS INC
 Business Name: PYROTECNICO
 License/Permit Number: 8-PA-073-23-8J-12122
 License/Permit Type: 23-IMPORTER OF EXPLOSIVES
 Expiration: September 1, 2018
 Use Note: Not Valid for the Sale or Other Disposition of Explosives.

Exhibit E



Town of Mateo

Show Date: December 31, 2017

TENTATIVE TIMELINE

Saturday, December 30, 2017

Approx. 3:00 pm - Crew arrives on site and builds equipment only. No fireworks will be loaded.

Sunday, December 31, 2017

Approx. 8:00 am - Crew arrives on site to begin loading fireworks

Approx. 6:00 pm - Completion of loading fireworks

Approx. 11:59:56 pm - Display begins.

Monday, January 1, 2018

Approx. 3:00 am - Equipment is disassembled and trucks loaded.

Approx. 9:00 am - Morning after search of property concluded.

Exhibit F



Standard Operating Procedure – Safety Plan

Pyrotecnico
299 Wilson Road
New Castle, PA 16103
Office: 800 854-4705
www.pyrotecnico.com

Pyrotecnico Emergency Contacts:

- Chris Mele, Chief Operations Officer
 - o Office: 724.652.9555 | Cell: [REDACTED] | Email: cmele@pyrotecnico.com
- Paul Gaffney, Director of Safety & Compliance
 - o Office: 856.697.1023 | Cell: [REDACTED] | Email: pgaffney@pyrotecnico.com
- Michael J. Fox, Vice President of Operations
 - o Office: 724.652.9555 | Cell: [REDACTED] | Email: mfox@pyrotecnico.com
- Justin Pruett, Show Producer
 - o [REDACTED] | Email: jpruett@pyrotecnico.com

Chem-Tel 24 Hour Emergency Response Number: 800 255-3924

Shooter arrival Date and Time for set up to be determined.

Standard Guidelines:

All inspections of the firing areas as required by Authority having Jurisdiction will be arranged in advance.

Arrangements should be made by Sponsor for fire service and EMS to be available during fireworks displays.

Appropriate insurance with limits of \$10 Million included.

A safe perimeter of 100 feet per inch of largest shell per National Fire Protection Association (NFPA) guidelines will be maintained and secured.

The fireworks shall not be unattended at any time while loaded.

Fireworks display termination procedures:

In the event of bad weather conditions, the firing will be terminated. Weather conditions will be defined and be determined by the Fire Official from the Authority having Jurisdiction and the Lead Technician on location according to the conditions on site at firing time. Bad weather can be Winds in excess of 15 mph or wind gusts of 20 mph or more along with rain and/or thunderstorms. Other non weather related emergencies can also terminate firing.

Pre-Display Site Checklist:

All safety precautions per National Fire Protection Association code 1123 for fireworks displays will be adhered to at all times.

Security on site will be arranged with Client if needed.

We will have a minimum of (2) water pressure fire extinguishers on site during the fireworks display and

All fireworks and firing equipment will be protected from inclement weather at all time.

No smoking or smoking material such as matches, lighters or open flame within 50 feet of fireworks or pyrotechnic materials.

No person shall be allowed on site that are under the influence of alcohol, narcotics or medication that could adversely affect them performing their duty to safely fire the pyrotechnic effects or fireworks.

Only assigned technicians required to perform the display set-up and firing of show will be allowed on the display site.

Cell phone use and/or radios that generate radio frequencies use will be kept to a minimum within the immediate discharge area while pyrotechnics are being prepared, loaded, set-up and fired.

All personnel will protective safety equipment during set up and firing of pyrotechnics.

Any mortars and/or racks used will be made of approved materials and constructed of approved materials sufficient to provide a safe display per (NFPA) National Fire Protection Association Code 1123.

Racks will be secured as to prevent falling over during use. Inspection of all equipment and materials will be made prior to set up.

All fireworks display shells will be pre-loaded and checked for fit into mortars.

Display Checklist:

We will make sure fire service and emergency medical (EMS) units are available and ready prior to firing of display.

Good communications will be established between fireworks crew, event sponsor and fire service/EMS units.

Crowd control is imperative and must be maintained by using security personnel, monitors and barriers.

Technicians will be required to wear safety protective equipment for head, eye, hearing and feet. Also all we be required to wear long sleeved cotton or similar flame resistant material. No shorts are acceptable.

Technician will monitor the current weather and approaching weather with event sponsor and keep crowd control maintained at all time. If security patrols and/or monitors detect any breach of the fall out zone perimeter, any and all activity will cease immediately. Activities will only resume when the security of the fall out zone has been reestablished.

Post Display:

All safety and protective equipment will be worn for clean up duties as well.

Five minutes after the conclusion of display a search will be conducted by Pyrotecnico personnel of the display and fallout areas.

Search is to determine that any unfired live product or shells are accounted for, properly handled, repackaged and secure according to Federal DOT regulations

Any found unexploded shells shall be properly marked and boxed for return.

Once the all clear sign is given, then and only then will disassembly begin.

A first light search will be assigned for the following day.



Older Adult Services Budget Amendment

Description

The Thomas A Baum Center received a donation of \$3,000.00 from the Estate of William Brobst, a former participant of the Baum Center.

Board Action Requested

Approve Budget Amendment

Item Presenter

Consent Agenda

DARE COUNTY

BUDGET AMENDMENT

F/Y 2017/2018

ACCOUNT	CODE			INCREASE	DECREASE
	Org	Object	Project		
<u>Department: Older Adult Services</u>					
<u>Revenues:</u>					
OAS Donations	103660	465054		3,000	
<u>Expenditures:</u>					
OAS Donations Expenditures	104660	565054		3,000	

Explanation:

The Baum Center is a beneficiary under the William A., Brobst Living Trust. Mr. Brobst was one of the founding participants at the Baum Center 30 years ago.

Approved by:

Board of Commissioners: _____

Date: _____

County Manager: _____

Date: _____

(sign in red)

Finance only:

Date entered: _____ Entered by: _____ Reference number: _____



Tax Collector's Report

Description

October 2017 Discoveries over \$100
October 2017 Refunds over \$100
October 2017 NCVTS Refunds over \$100

Board Action Requested

Approval

Item Presenter

Becky Huff, Tax Collector

Discovery Report for REAL ESTATE, PERSONAL PROPERTY and MOTOR VEHICLE

(Discoveries over \$100.00)

MONTH: October

Date Range: 10/1/2017 - 10/31/2017

SUBMITTED BY: Becky Huff

Taxpayer Name	Parcel	Bill Yr	Reason	Value Discovered	Tax Discovered
GRAY, PRITCHARD J (JR)	014454000	2012	OAE Exemption Removed	70,300.00	3,035.72
				70,300.00	3,035.72

Refund Report for REAL ESTATE, PERSONAL PROPERTY and MOTOR VEHICLE

(Refunds over \$100.00)

MONTH: October

Date Range: 10/1/2017 - 10/31/2017

SUBMITTED BY: Becky Huff

Taxpayer Name	Parcel	Bill Yr	Reason	Refund Amount
BONNER, WILLIAM R III		2012	Overpayment	-170.00
HINES, KAROL Q	029532000	2016	Overpayment	-546.41
ASTROSOFT INC	006415000	2017	Overpayment	-273.07
BURNETTE/JOHNSON, LLC	012779000	2017	Overpayment	-196.89
HANBURY, GLENN A JR	016494000	2017	Overpayment	-905.64
CRADDOCK, RALPH LEVENE	017504000	2017	Overpayment	-216.82
UMPHLETT, JARROD THOMAS	017507000	2017	Overpayment	-801.02
SUGG, ALBERTA	018282000	2017	Overpayment	-2,283.33
SCHMITZ, BARBARA F	021987000	2017	Overpayment	-602.81
BEACH, R THOMAS	022802008	2017	Overpayment	-705.28
HOLTON, KATHRYN A	023271000	2017	Overpayment	-1,716.96
MEEKINS, LUKE R	023620000	2017	Overpayment	-432.50
THOMPSON, KEITH COLLIN	024893000	2017	Overpayment	-300.00
CEDAR BAY, LLC	025536022	2017	Overpayment	-438.48
CORDEIRO, MARK N	936458000	2017	Release	-522.06
MANTEO MARINE, LLC	972878000	2017	Release	-181.92
				<u>-10,293.19</u>



North Carolina Vehicle Tax System

NCVTS Pending Refund report

Report Date 11/7/2017 12:15:58 PM

Payee Name	Secondary Owner	Address 1	Tax Jurisdiction	Change	Interest Change	Total C
GUTOSKI, MARTIN ALFRED	FISHMAN, SHERRY HERNDON	637 EVERS LOOP SURFSIDE BEACH, SC 29575	C99	(\$65.82)	\$0.00	
			F50	(\$21.29)	\$0.00	
			S99	(\$15.77)	\$0.00	
						Refund
VIVEIROS, ROBBI		4 SPINNAKER DR MANTEO, NC 27954	C99	(\$58.48)	\$0.00	
			T10	(\$50.32)	\$0.00	
						Refund
					Refund Total	
			Tax Jurisdiction	District Type	Net C	
			C99	COUNTY		
			T10	CITY		
			F50	FIRE		
			S99	SPECIAL		
			Total			



Board Appointments

Description

The Dare County Board of Commissioners will consider the following Board Appointments:

Dare County Youth Council

Complete information appears after this page.

Board Action Requested

Make Board Appointments

Item Presenter

Robert Outten, County Manager



Dare County Youth Council

Description

See Attached Summary

Board Action Requested

Take Appropriate Action

Item Presenter

Robert Outten, County Manager

November, 2017

DARE COUNTY YOUTH COUNCIL

(Staggered Terms)

There are 3 Youth Member vacancies.

Applications have been received from:

**Alexander Cohill , Fathom Daniels, Kira Foster
Aubrey Lanier**

The Youth Council recommends appointing the following 3 youth members:

Fathom Daniels to the youth seat previously held by Caylin Mielke.

Kira Foster to the youth seat previously held by Brady Creef.

Aubrey Lanier to the youth seat previously held by Hatcher Shiflett .

APPLICATION FOR APPOINTMENT TO
DARE COUNTY ADVISORY BOARDS AND COMMITTEES

The Dare County Board of Commissioners believes all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a citizen member on one of the county's advisory boards or committees. If you would like to be considered for appointment to an advisory board or committee, please complete the form below and mail to Rhonda Creef, Dare County Deputy Clerk to the Board, P.O. Box 1000, Manteo, N.C. 27954 or fax it to her at 473-6312, or send it by email to rhonda@darenc.com

Advisory Board or Committee interested in:

1st choice DARE COUNTY YOUTH COUNCIL

2nd choice IN ADDITION TO ISSUES RELATED TO CHILDREN+ EDUCATION I AM

3rd choice INTERESTED IN ECONOMIC DEVELOPMENT, AND AM EXCITED TO BECOM
MORE INVOLVED IN
OUR COMMUNITY.

Name ALEXANDER HAYES COHILL

Address 4606 S. POMPANO COURT

City/State/Zip NAGS HEAD, NC 27959

Email Address AlexCohill@gmail.com

Telephone Home: (252) 325-9052

Business: (252) 480-8880 ext. 1836

Resident of Dare County: yes no

Occupation: ELEMENTARY SCHOOL TEACHER

Business Address: 3100 S. WRIGHTSVILLE AVE. NAGS HEAD, NC 27959

Educational background:

B.A. POLITICAL SCIENCE - AMERICAN UNIVERSITY - WASHINGTON, D.C. - 2008

Business and civic experience and skills:

MEMBERSHIPS - NCAE, DARE COUNTY EDUCATION FOUNDATION, DCAE

HAVE VOLUNTEERED AT HOPLINE THRIFT SHOP, (NOT CURRENTLY); MARCH OF DIMES (NOT CURRENT)
OBX MARATHON - (15+)

BUSINESS EXPERIENCE - FORMERLY EMPLOYED AS DEVELOPMENT ANALYST FOR COMMERCIAL REAL ESTATE DEVELOPER

Other Boards/Committees/Commissions on which you presently serve:

Nothing Formal - I work on the Literacy Team at school
as well as being a staff advisor for the Chess Club

REFERENCES

List three persons who are not related to you and who have definite knowledge of your qualifications for the position for which you are applying.

Name	Business/Occupation	Address	Telephone
<u>Adrienne Palma</u>	<u>Principal</u>	<u>3100 Wrightsville Ave Pigeon Head, NC</u>	<u>(252) 480-8880 ext 180</u>
<u>Denise Stone</u>	<u>Asst. Principal</u>	<u>3100 Wrightsville Ave Pigeon Head, NC</u>	<u>↓ ↓ ↓ 180</u>
<u>Gail Hutchinson</u>	<u>Victim's Advocate</u>	<u>6113 Hwy 64/1064 Manteo Harbor, NC</u>	<u>(252) 246-8337</u>

I understand this application will be kept on the active file for three years and I hereby authorize Dare County to verify all information included in this application.

Date: 1/27/17 Signature of applicant: Alexander P. C.

FOR OFFICE USE ONLY:

Date received: 1/27/17

APPLICATION FOR APPOINTMENT TO
DARE COUNTY ADVISORY BOARDS AND COMMITTEES

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Advisory Board or Committee interested in:

1st choice Dare County Youth Council

2nd choice _____

3rd choice _____

Name Fathom Daniels

Address 635 Skycro Rd

City/State/Zip Manteo North Carolina, 27954

Email Address fdaniels26@yahoo.com

Telephone Home: (252) 423-1628

Business: N/A

Resident of Dare County: yes no

Occupation: Student; Part-time at Whitebone Seafood and Blue Water Grill

Business Address: 101 E Gray Eagle St N.H. # 2000 Sailfish Drive

Educational background:

Entering Sophomore Year at Manteo High School.

AP classes and Honor Student.

Business and civic experience and skills:

Interact member 2016-2017, Odyssey of the Mind 2016-2017,

Honor Club 2016-2017, Junior National Honor Society 2015-2016

Other Boards/Committees/Commissions on which you presently serve:

Representative for Freshman Honor Club 2016-2017

MHS Math and Science tutor 2016-2017

REFERENCES

List three persons who are not related to you and who have definite knowledge of your qualifications for the position for which you are applying.

Name	Business/Occupation	Address	Telephone
<u>Hank Barsanti</u>	<u>Manager at Blue water</u>	<u>203 main st.</u>	<u>(252) 799-19</u>
<u>Becki McDonald</u>	<u>Business owner</u>	<u>715 Carolina Ct.</u>	<u>beckmcdonald@gmail</u>
<u>Kat Irby</u>			

I understand this application will be kept on the active file for three years and I hereby authorize Dare County to verify all information included in this application.

Date: 7/18/17 Signature of applicant: [Signature]

FOR OFFICE USE ONLY:

Date received: 7-19-17

APPLICATION FOR APPOINTMENT TO
DARE COUNTY ADVISORY BOARDS AND COMMITTEES

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Advisory Board or Committee interested in:

1st choice Dare County Youth Council

2nd choice _____

3rd choice _____

Name Kira Foster

Address 2017 Martins Point Rd.

City/State/Zip Kitty Hawk, NC 27949

Email Address fosterki0512@daretolearn.org

Telephone Home: 2522560884

Business: _____

Resident of Dare County: yes no

Occupation: Student

Business Address: _____

Educational background:
Senior at First Flight High School

Business and civic experience and skills:
Ocean Rescue Lifeguard -Kill Devil Hills
Hostess @ Coastal Cravings in Duck

Other Boards/Committees/Commissions on which you presently serve:

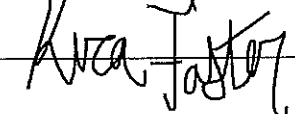
School Environmental Club leader

REFERENCES

List three persons who are not related to you and who have definite knowledge of your qualifications for the position for which you are applying.

Name	Business/Occupation	Address	Telephone
Paige Griffin	Cravings		252 207 1727
Dave Sybert	Coastal Studies Institute		4436943152
Dave Elder	Ocean Rescue		252 207 4066

I understand this application will be kept on the active file for three years and I hereby authorize Dare County to verify all information included in this application.

Date: 9/14/2017 Signature of applicant: 

FOR OFFICE USE ONLY:

Date received: _____

APPLICATION FOR APPOINTMENT TO
DARE COUNTY ADVISORY BOARDS AND COMMITTEES

The Dare County Board of Commissioners believes all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a citizen member on one of the county's advisory boards or committees. If you would like to be considered for appointment to an advisory board or committee, please complete the form below and mail to Rhonda Creef, Dare County Deputy Clerk to the Board, P.O. Box 1000, Manteo, N.C. 27954 or fax it to her at 473-6312, or send it by email to rhonda@darenc.com

Advisory Board or Committee interested in:

1st choice Youth Council

2nd choice _____

3rd choice _____

Name Aubrey Lanier

Address 117 Sunnyside Drive

City/State/Zip Manteo / NC / 27954

Email Address laniera0823@daretolearn.org

Telephone Home: (252) 473-1792

Business: _____

Resident of Dare County: yes no

Occupation: _____

Business Address: _____

Educational background:

Junior at Manteo Highschool

Business and civic experience and skills:

former employee at Garden Deli and Pizzeria

Other Boards/Committees/Commissions on which you presently serve:

REFERENCES

List three persons who are not related to you and who have definite knowledge of your qualifications for the position for which you are applying.

Name	Business/Occupation	Address	Telephone
Jami Daniels	Mayor of Manteo	301 Devon St., Manteo	252-473-5013
Pat Holland	MHS Science Dept Chair	MHS	252-473-5841
Suzanne Pack	MHS Math Teacher	MHS	252-473-5841

I understand this application will be kept on the active file for three years and I hereby authorize Dare County to verify all information included in this application.

Date: 4-3-17 Signature of applicant: *Arbraigh...*

FOR OFFICE USE ONLY:

Date received: 6-12-17

DARE COUNTY YOUTH COUNCIL
(Staggered Term)

The Dare County Youth Council is a community based volunteer organization comprised of middle and high school students whose mission is to provide wholesome activities, civic projects, and special events for their peers and to serve as the "voice" of youth to local government on issues of interest to Dare County youth.

<u>MEMBER</u>	<u>TERM EXPIRATION</u>	<u>ACTION</u>
Vacant (Blake Taft) (Youth Member) Hatteras Island Div. Rep.	11/15	
Brady Creef (Youth Member) Northern Beaches Div. Rep.	11/17	Apptd. 11/14 Reapptd. 11/15
Sarah Skinner (Youth Member) At Large	11/18	Apptd. 11/16
Christian Eberhard (Youth Member) At Large	11/18	Apptd. 11/16
Vacant (Erica Stone) (Youth Member) At Large	11/16	Apptd. 11/15
Vacant (Caylin Mielke) (Youth Member) At Large	11/16	
Maximus Allison (Youth Member) Roanoke Island/Mainland Rep.	11/18	Apptd. 11/16
Vacant (Hatcher Shifflet) (Youth Member) At Large	11/15	
Linda Austin P.O. Box 124 Buxton, NC 27920 (Adult Member) Hatteras Island Div. Rep.	11/19	Apptd. 11/13 Reapptd. 11/15, 11/17
Matt Witter (At Large, Adult Member) Northern Beaches Rep.	11/19	Apptd. 2/09 Reapptd. 12/10, 11/12, 11/14, 15 11/17
Gail Hutchison (Adult Member) Roanoke Island/Mainland Div. Rep.	11/19	Apptd. 11/07 Reapptd. 11/08, 09 11, 13, 15, 17

Hunt Thomas P.O. Box 1660 Manteo, NC 27954 (Adult Member) At Large	11/19	Apptd. 8/10 Reapptd. 12/11, 13,15, 17
Catisha Bryant 804 Suffolk St. Kill Devil Hills, NC 27948 (Adult Member) At Large	11/18	Apptd. 2/15 Reapptd. 11/16
Kathy Burrus (Adult Member) At Large	11/18	Apptd. 11/06 Reapptd. 11/08, 10,12,14,16
Sandy Martin 127 Weir Point Drive Manteo, NC 27954 473-1959 (home) 202-7632 (work) Sandyobx1@gmail.com (Adult Member)	11/18	Apptd. 11/17
Steve House 288 N. Dogwood Trail PO Box 1093 Southern Shores, NC 27949 Steve.house@darenc.com 216-8985 (Commissioner appointee)	11/18	Apptd. 6/17

NOTES: 11/06/06 - Comm. Judge moved to disband Dare County Youth Center Advisory Board and approval of new board structure and appoint new board to include Kathy Kiddy as the adult representative from Hatteras Island. Comm. Byrd seconded the motion, VOTE: AYES unanimous

Advisory Committee was set up by resolution by DCBC on 10/28/98.
Advisory Committee will serve and report to Tim White, Parks & Rec. Director.
Nancy Griffin, Executive Director
Children & Youth Partnership
534 Ananias Dare St.
Manteo, NC 27954

MEETING INFO:

CONTACT INFO:

MEMBERS COMPENSATED: No

Keri Simmons filled unexpired term of Amy Hudgins 5/07.
Kasey Rabar replaced Mary Kat Keith 11/07.
Luke McDonald replaced Cory Smith 11/07.
Lauren Martinez replaced Mary Claire Hardy 11/07.

Hilarey Netsch replaced Michael Blanchard 11/07.
Gail Hutchison replaced L'Tanya Murray 11/07.
Blake Taft filled vacant youth rep. Hatteras Isl. Seat 11/08.
Matt Witter apptd. to fill unexpired term of Katherine Irby who was apptd. Youth Advisor 11/09.
Farrel Eike apptd to fill vacant youth member seat (northern beaches div. rep.) 12/09.
Josh Poznanski replaced Luke McDonald 12/09.
Joy Martinez replaced Lauren Martinez 12/09.
Julia Taft replaced Kathy Kiddy 12/09.
Colby Sawyer filled Vacant RI/Mainland Youth Rep. 12/10
Aubrey Butcher replaced Farrel Eike 12/11.
Shannon Dwyer replaced Joy Martinez 12/11.
Jimmy Morganroth replaced Hilarey Netsch 12/11.
Caroline Austin, Alissa Muniz and Lindsay Young appointed to fill (3) vacant youth-at large seats 12/11.
Apptd. Marie Holland to fill vacant-At Large Adult Member seat 12/11.
Abby Haywood replaced Shannon Dwyer 11/12.
Caylin Mielke replaced Jimmy Morganroth 11/12.
Murphy Grant appointed to fill unexpired term of Aubrey Butcher 11/12.
Nathan Butcher filled unexpired term of Colby Sawyer 11/13.
Hatcher Shifflet replaced Lindsay Young 11/13.
Linda Austin replaced Julia Taft 11/13.
Brady Creef replaced Murphy Grant 11/14.
Jordan Carmen replaced Caroline Austin 11/14.
Rachel Sorenson replaced Jordan Carmen 11/15.
Erica Stone fill unexpired term of Abby Haywood 11/15.
Aurturo Lara appointed to RI/Mainland rep. seat 11/15.
Matt Witter replaced David Strickland (Northern Beaches rep.) 11/15.
Richard Martin filled unexpired term of Matt Witter (At Large) 11/15.
Steve House filled unexpired term of Warren Judge 6/17
Sandy Martin filled unexpired term of Richard Marting 11/17

REVISED 11/17

COMMISSIONERS' BUSINESS

MANAGER'S / ATTORNEY'S BUSINESS