

**PLANNING & INSPECTIONS**  
**MONTHLY REPORTS: DECEMBER 2002- JANUARY 2003**

**TOWN & COUNTY BOARD ACTIVITIES:**

Edenton Planning Board:

- Case No. TA-02-05: Various Amendments to the Unified Development Ordinance regarding the following: Article I Section 8; General Provisions; Article III Section 21 (a), 35, and 42 (a); Administrative Mechanisms; Article IV Section 76 (b) & Section 80 (c); Subdivision Regulations; Article IX Section 139 Zoning Districts & Zoning Maps; Article X, Section 156; Special Review Criteria; Article XVIII Section 301-303; Parking; Article XIX Section 308, 318; Landscaping; Article XX Section 327; Amendments.  
*(Recommended Approval 12/02)*
- No Meeting in January 2003.

Edenton Board of Adjustment:

- No Meetings in December 2002 or January 2003.

Edenton Preservation Commission:

- December Meeting – 3 Major Certificate of Appropriateness's (COA) / 0 Minor COA's granted
- November Meeting – 3 Major Certificate of Appropriateness's / 1 Minor COA's granted

Edenton-Chowan Technical Review Committee:

- The site plan for Filbert's Creek Apartments was review and approved.

County Planning Board:

- No Meeting in December or January.

County Board of Adjustment:

- No meetings in December or January.

**OTHER ACTIVITIES:**

- Greenway & Open Space Plan – The Planning Staff and Parks & Receptions staff are working closely on this project and a kick off meeting (with great attendance!) was held on Monday, January 27. Many ideas from elected and appointed officials were recorded. A public forum for citizens of Chowan County to have the ability to give their input and comments about the plan has been scheduled for March 12 at the old D.F. Walker building. According to CAMA the following has been completed (end of quarter 2 of 4): 1) Initial public meeting held with elected and appointed official, 2) Public input meeting scheduled, 3) Maps for base data to identify goals and existing and emerging conditions have been produced, 4) Meeting with project team to discuss overall goal and scenarios for plan. Percentage of Work Completed: 35%; Funds spent to date: \$6,400.00 / Total cost \$32,000.00
- Junk Car Task Force: This project proved that with adequate funding, promotion, and education, a team of local government workers and volunteers (the Junk Car Task Force) could accomplish the removal of junk and abandoned vehicles from private and public properties in this region. The project employed a new approach to gain the voluntary cooperation of vehicle and property owners in both counties with and without junk and abandoned vehicle ordinances. The original goal was to remove approximately 230

junk and abandoned vehicles from residential neighborhoods, illegal dumping areas, and public property. The project has met with success, having towed and recycled 538 vehicles from this three-county area. Perquimans County towed 189 vehicles, Chowan County towed 199, and Gates County towed 150. Towing 522 of these vehicles cost a total of \$21,405, an average of \$41 per tow.

- Hazard Mitigation Plan – The Plan has been submitted for preliminary review by the State. Still under review. Funding on schedule.
- Rural Transportation Planning Organization (RPO) – Small group meeting held to discuss future design/formation of a regional Transportation Improvement Plan for the Albemarle area.
- Community Development Block Grant (CBDG) – Construction activities are moving along on the identified properties. Funding on schedule.
- Appearance & Highway Corridor Plan – The first public meeting was held in January. Preliminary maps are complete and Town Council has expressed their support of the plan. The Plan is scheduled for Planning Board review in April 2003.
- Chowan County Ordinances are now available on the county web page!

**PLAN & PERMIT REVIEW:**

	<u>December 02</u>	<u>January 03</u>	<u>Year to date</u>
Final Plats Reviewed:	<u>0</u>	<u>2</u>	<u>2</u>
Sign Permits:	<u>2</u>	<u>1</u>	<u>1</u>
Site Plans Reviewed:	<u>1</u>	<u>2</u>	<u>2</u>
Site/Landscape Inspections:	<u>0</u>	<u>2</u>	<u>2</u>
Zoning Confirmation Letters:	<u>1</u>	<u>3</u>	<u>3</u>
Zoning Permits Issued:	<u>10</u>	<u>5</u>	<u>5</u>

**BUILDING INSPECTIONS:**

The following number of inspections were conducted: Dec. 02: 206 Jan. 03: 213 YTD: 213  
 Inspections reviewed Dec. 02: 9 Jan. 03: 4 (YTD: 4) building plans. The Inspectors traveled a total of Dec. 02: 1,658 Jan.03: 1,295 (YTD: 1,295) miles. There were a total of Dec. 02: 83 Jan.03: 55 (YTD: 55) permits issued as listed below:

<u>Residential:</u>	<u>December 02</u>	<u>January 03</u>	<u>YTD</u>
New SFD	<u>4</u>	<u>2</u>	<u>2</u>
Addition	<u>0</u>	<u>3</u>	<u>3</u>
Garage	<u>0</u>	<u>0</u>	<u>0</u>
Decks	<u>0</u>	<u>1</u>	<u>1</u>
Renovations	<u>0</u>	<u>5</u>	<u>5</u>
Temporary (Travel Trailer)	<u>2</u>	<u>0</u>	<u>0</u>
Accessory Building	<u>7</u>	<u>3</u>	<u>3</u>
Pools	<u>0</u>	<u>0</u>	<u>0</u>

Non-Residential:

New	<u>2</u>	<u>0</u>	<u>0</u>
Renovations	<u>0</u>	<u>0</u>	<u>0</u>
Signs/Footings-Electric	<u>0</u>	<u>0</u>	<u>0</u>
Fence	<u>0</u>	<u>0</u>	<u>0</u>

Demolition	<u>0</u>	<u>0</u>	<u>0</u>
Additions	<u>3</u>	<u>1</u>	<u>1</u>
<u>Manufactured / Mobile Homes:</u>			
New	<u>2</u>	<u>5</u>	<u>5</u>
Replacements	<u>0</u>	<u>0</u>	<u>0</u>
<u>Trades:</u>			
Electric	<u>12</u>	<u>14</u>	<u>14</u>
Mechanical	<u>20</u>	<u>15</u>	<u>15</u>
Gas	<u>25</u>	<u>9</u>	<u>9</u>
Plumbing	<u>6</u>	<u>1</u>	<u>1</u>
Re-inspections	<u>0</u>	<u>0</u>	<u>0</u>

The Administrative Assistant received a total of 1,501 calls for the months with an average of 44 calls per day.

**NUISANCE CODE ENFORCEMENT:**

Written Complaints Received:	<u>8</u>
Violation Notices Mailed:	<u>10</u>
Violations Types:	<u>Current Months</u>
Junk Car:	<u>8</u>
Min. Housing	<u>1</u>
Noxious Weeds and Grass	<u>4</u>
Zoning:	<u>1</u>
Signs:	<u>1</u>
Violations Abated:	<u>8</u>

Code Enforcement Officer traveled a total of 616 miles.