

PLANNING & INSPECTIONS
MONTHLY REPORT: APRIL 2002

PLANNING REPORT

TOWN OF EDENTON BOARDS:

Planning Board: The Edenton Planning Board met on April 1, 2002 at 7:00 pm. Staff presented the NCAPA's "Smart Growth and Our Communities" power point presentation. A recommendation was made to pursue the planning of an appearance standards and corridor overlay districts.

Board of Adjustment: The Edenton Board of Adjustment met on April 29, 2002 and granted a variance to Marlin LLC for a variance from the sign setback requirements of Section 281 (b) of the Town of Edenton Unified Development Ordinance for the property located at 701 North Broad Street, resulting in the permission of a freestanding sign to be located within the 10' sign right-of-way setback requirements with the following conditions: 1) The freestanding sign shall not obstruct the view of exiting/entering traffic; 2) A sign permit shall be acquired from the Planning & Inspections Office prior to construction; 3) All existing non-conforming freestanding signage shall be removed prior to construction of new sign.

Preservation Committee: The EPC met on April 1, 2002 at 1:15 pm. The following Certificates of Appropriateness were issued: 1) Henry & Martha Smith of 416 East Queen Street to construct a new residence in the Mill Village; 2) Gale Street Baptist Church at 118 West Gale Street to install a handicap ramp on the existing building; 3) Town of Edenton in Colonial Park to install signage for the kayak rentals. One minor COA was issued in April.

The grant to fund the Edenton Survey Update and Historic District Inventory List (CLG) was approved by the North Carolina State Historic Preservation Office.

The Town Council approved a \$20.00 Fee for all major COA's.

Tree Committee Activities: None to report.

Technical Review Committee: The Edenton TRC met on April 19, 2002 to review the site plan for the proposed Stop Shop to be located on N. Broad Street.

CHOWAN COUNTY BOARDS

Planning Board: The Chowan County Planning Board had a lengthy work session on April 23, 2002. Bob Clark presented information to the board about the ordinance updates. The first topic was revisions to the subdivision ordinance dealing with flag lots. The Planning Board recommended approval of the following amendments:

- "No lot shall have less than 20' of road frontage. Under the administrative procedure, flagpole lots may be permitted provided that there is a minimum lot frontage of 20' when a driveway gives access to one (1) dwelling unit; and there is a minimum lot frontage of 40' when a driveway gives access to two (2) dwelling units. No more than three (3) flagpole lots shall be permitted. A new street right-of-way shall be dedicated to give access to four (4) or more lots.
- The minimum lot size be increased from 15,000 sq. feet to 21,500 square feet.
- Add "...provided such conveyances are limited to creating no more than 3 lots;" to definitions section for subdivision exemptions.
- Wireless towers shall be adequate distances from residences, churches, etc; minimum distance from each other; setback from major thoroughfares, provide a letter of need/intent as to why can't use

existing towers or structures for collocations; height requirements, and pole requirements (monopole type structures).

- Billboards shall be limited to 240 sq. feet in size, minimal lighting (no flashing lights, only directed towards sign, monopole support only, max. height of 50', minimal setback from right-of-way, certain setback away from each other, and certain distance from intersections.

Other brief discussions were on sexually oriented businesses, development codes, and environmental impact requirements. Staff, the consultant and the Planning Board Chairman will meet once before the May 28 meeting to discuss the final drafts and hopefully have a recommendation on all the ordinances to the county commissioners by June.

Board of Adjustment: No report.

Technical Review Committee: No report.

OTHER

Hazard Mitigation Plan Steering Committee: Staff met with Eric Weatherly regarding the Edenton-Chowan Hazard Mitigation Plan on April 5, 2002. Staff also attended a manager's workshop in Greenville on April 26. The state has approved our grant application, however, we are still waiting on approval from the federal government. An answer should be known by the end of May.

CBDG Information: On April 15, 2002, Dennis Branch of the Grants Management and Compliance section visited the office and met with staff and Carolyn Morris. All activities involved with the grant were deemed consistent with the regulations of the CBDG program.

WEB PAGE UPDATES: No report.

JUNK CAR ACTION PLAN: Over 20 cars were voluntarily towed since staff has been working to implement the action plan to remove more junk cars in concentrated locations. In April, 27 letters were sent out to property owners to remove the abandoned or junked cars. We are focusing on the Northwestern portion of town and along Hwy. 32 north from April-June. Anne Blindt has again commended us on the increase in car removal. Mason Tiller is doing an excellent job.

Greenway & Open Space Plan: Staff has applied for a greenway and open space planning grant from CAMA.

Appearance Standards and Overlay Districts: The Town Council agreed on funding an appearance standard and overlay corridor plan for the Edenton Jurisdiction. Mark Robinson & Associates have been selected as the consultant firm on this project.

PLAN & PERMIT REVIEW

	<u>Current Month</u>	<u>Year to date</u>
Final Plats Reviewed:	<u>2</u>	<u>6</u>
Sign Permits:	<u>0</u>	<u>7</u>
Site Plans Reviewed:	<u>1</u>	<u>6</u>
Site/Landscape Inspections:	<u>1</u>	<u>3</u>
Zoning Confirmation Letters:	<u>1</u>	<u>5</u>
Zoning Permits Issued:	<u>4</u>	<u>9</u>

INSPECTIONS REPORT

The following number of inspections were conducted: **216** YTD: 641

Inspection's reviewed **4** (YTD: 25) building plans.

The Inspectors traveled a total of **1,958** (YTD: 5,963) miles.

There were a total of **58** (YTD: 249) permits issued as listed below:

Residential:	<u>Current Month</u>	<u>YTD</u>
New SFD	<u>6</u>	<u>18</u>
Addition	<u>2</u>	<u>10</u>
Garage	<u>2</u>	<u>8</u>
New Deck	<u>1</u>	<u>1</u>
Deck Extension	<u>3</u>	<u>3</u>
Enclose Deck	<u>0</u>	<u>0</u>
Roof on Deck	<u>0</u>	<u>0</u>
Renovations	<u>0</u>	<u>7</u>
Complete 2 nd Floor	<u>0</u>	<u>0</u>
Temporary (Travel Trailer)	<u>4</u>	<u>11</u>
Accessory Building	<u>2</u>	<u>9</u>
 Non-Residential		
New	<u>3</u>	<u>6</u>
Renovations	<u>1</u>	<u>5</u>
Signs/Footings-Electric	<u>0</u>	<u>3</u>
Fitup	<u>0</u>	<u>0</u>
Fence	<u>0</u>	<u>1</u>
Storage Building	<u>0</u>	<u>0</u>
Demolition	<u>0</u>	<u>0</u>
 Manufactured / Mobile Homes		
New	<u>9</u>	<u>25</u>
Replacements	<u>1</u>	<u>3</u>
Electric	<u>14</u>	<u>44</u>
Mechanical	<u>7</u>	<u>56</u>
Plumbing	<u>3</u>	<u>29</u>
Re-inspections	<u>14</u>	<u>44</u>

The Administrative Assistant received a total of **911** (YTD: 3,230) calls for the month with an average of **41** (YTD Average: 36) calls per day.

NUISANCE CODE ENFORCEMENT REPORT

Written Complaints Received: **15** YTD: 21

Violations Types:	<u>Current Month</u>	<u>YTD</u>
Junk Car:	<u>27</u>	<u>157</u>
Min. Housing	<u>0</u>	<u>0</u>
Noxious Weeds and Grass	<u>14</u>	<u>22</u>
Zoning:	<u>0</u>	<u>0</u>
Signs:	<u>3</u>	<u>4</u>

Violations Abated: **10** YTD: 55

Code Enforcement Officer traveled a total of **290** (YTD: 1,298) miles.