

1121 N. Lake Park Blvd.
 Carolina Beach, NC 28428
 Phone (910) 458-2999
 Fax (910) 458-2997



Permit # _____

TOWN OF CAROLINA BEACH SPECIAL USE PERMIT MAJOR MODIFICATION

Each application must be printed or typewritten and have all information answered. **It is required that the applicant set up a meeting with Planning Staff prior to the submission deadline to ensure the application is complete.** The Town of Carolina Beach requires a licensed attorney to appear in a representative capacity to advocate the legal position of another firm, or corporate entity that is the applicant/owner of record.

The Planning Department, Planning and Zoning Commission and/or Town Council reserves the right to require additional information if needed to assure that the use in its proposed location will meet the be developed in accordance with the Code of Ordinances of the Town of Carolina Beach.

Major changes to approved plans and conditions of development may be authorized only by the Town Council after review and recommendation by the Planning and Zoning Commission in the same manner as original submission. Major changes include, but are not limited to:

1. Change in use;
2. Increase in intensity of the development; such as increase in density of units, whether residential, office, commercial or industrial; an increase in number of off-street parking or loading spaces; or an increase in impervious surface area;
3. An increase in overall ground coverage by structures;
4. A change in any site dimension by more than ten percent;
5. A reduction in approved open space or screening;
6. A change in access and internal circulation design

Major Modification to Minor SUP = \$ 350.00

Major Modification to Major SUP = \$ 350.00

This permit modification will be scheduled for the next possible Technical Review Committee.



2023 Submission Deadlines & Meeting Dates

Technical Review Committee		Planning & Zoning Commission		Town Council	
Submission	Meeting	Submission	Meeting	Submission	Meeting
Jan 2	Jan 17	Jan 26	Feb 9	Feb 28	Mar 14
Feb 6	Feb 21	Feb 23	Mar 9	Mar 28	Apr 11
Mar 6	Mar 21	Mar 30	Apr 13	Apr 25	May 9
Apr 3	Apr 17	Apr 27	May 11	May 30	June 13
May 1	May 15	May 25	June 8	June 27	July 11
June 5	June 19	June 29	Jul 13	July 25	Aug 8
July 3	July 17	July 27	Aug 10	Aug 29	Sept 12
Aug 7	Aug 21	Aug 31	Sept 14	Sept 26	Oct 10
Sept 1	Sept 18	Sept 28	Oct 12	Oct 31	Nov 14
Oct 2	Oct 16	Oct 26	Nov 9	Nov 28	Dec 12
Nov 6	Nov 20	Nov 30	Dec 14	Jan 2024	Jan 2024
Dec 4	Dec 18	Jan 2024	Jan 2024	Feb 2024	Feb 2024
Jan 2024	Jan 2024	Feb 2024	Feb 2024	March 2024	March 2024
Board	# Copies Full Size	# Copies Electronic	Recipients		
TRC	9	1	1 Manager, 3 Planning, 1 Fire, 1 Police, 2 Operations, 1 Admin		
P&Z	9	1	7 P&Z, 1 Manager, 2 Planning, 1 Secretary, 1 Island Gazette		
Town Council	9	1	5 Town Council, 1 Manager, 1 Planning, 1 Clerk, 1 Island Gazette		

Please complete all sections of the application.

A. Property Information

Address(es): 401 Marina Street, Carolina Beach NC 28428

PIN(s): R08519-002-002-000, R08519-002-028-000, R08807-002-010-000

Project Name CBYC Boatslip and Parking Modification

Size of lot(s): No Change

B. Application for Special Use Permit Major Modification

Application is hereby made for a Special Use Permit for use of the property described above as a (please provide a brief description of the use):

CBYC, LLC is proposing additional parking spaces and adding 22 additional boat storage spaces and modifying lower level of current

commercial building 460 sqft for residential use. CBYC is also proposing adding a food truck at the Southwest corner of the current building.

C. Applicant Contact Information

CBYC, LLC

Company/corporate Name (if applicable):

Courtney Sloan

Applicant's Name

4310 Sharon Rd Suite T01A

Mailing Address

Charlotte, NC 28211

City, State, and Zip Code

704 995 0086

Telephone

csloan0010@aol.com

Email

D. Owner Contact Information (if different)

Same as applicant

Owner's Name

Mailing Address

City, State, and Zip Code

Telephone

Email

General conditions. Council, when granting a special use permit, shall find that all four of the following factors found in Chapter 40 Article XI exist. In the spaces provided below, indicate the facts and arguments that prove you meet the following conditions:

1. Indicate how the proposed SUP will not adversely affect health or safety if located where proposed and developed according to the plan submitted:

The uses of the spaces are not changing, CBYC is proposing just adding additional capacity for smaller boats in order to meet customer trends. CBYC has seen an increase in customers with smaller vessels that do not use the entire 45ft or 50ft slips. Cooking in the food truck will have all code required health and safety precautions taken.

2. Indicate if the proposed Special Use Permit meets all required conditions and specifications or if any waivers are requested:

All required conditions are not met, Due to Landscape waiver being requested.

3. Indicate how the proposed Special Use Permit will not substantially injure the value of adjoining or abutting property, or that the use is a public necessity:

The current operations are remaining the same. The parking lot is currently already in use as a parking lot and the boat slips are currently being utilized.

Therefore adjoining or abutting property will not be effected. The addition of cooking will be no different than a neighbor grilling.

4. Indicate that the location and use of the proposed Special Use Permit, if developed according to the plan as submitted, will be in harmony with the area in which it is to be located and in general conformity with the Town of Carolina Beach's Land Use Plan and policies.:

The zoning is Marina Business and the additional boat space will add access to the waterway for the town of Carolina Beach citizens which is one of the goals of the latest Land Use Plan updates. The addition of cooking will only be another amenity for the people of Carolina Beach to have a meal on Intracoastal waterway.

Specific standards. No special use shall be granted by Town Council unless the following provisions and arrangements where applicable, have been made to the satisfaction of the council.

1. Indicate how the Ingress and egress to the property and proposed structures in reference to automotive and pedestrian safety and convenience, traffic flow and control, and access in case of fire or catastrophe:

Vehicle Ingress and egress will be handled by Georgia Ave and Florida Ave. Pedestrian traffic will likely be small but also be handled by Georgia and Florida Ave.

The current standpipe system will provide fire protection to additional boat storage spaces.

2. Indicate how the off-street parking and loading areas met, and how the economic, noise, glare, or odor of the propose use will affect the adjoining properties.

The total required off street spaces of 104 will be met with the additional parking. The current loading zone will remain the same with no additional requirements.

There is no proposed additional noise or glare. The cooking will be no different than when a neighbor is grilling in the neighborhood.

3. Indicate how the refuse and service area, will be handled.

Refuse and service will be handled by the current dumpster and recycling service.

4. Indicate how adequate and proper utilities, with reference to locations, availability, and compatibility are to be provided or how the item listed are not applicable to the proposed SUP.

No additional utilities are proposed.

5. Indicate how screening and buffering with reference to type, dimensions, and character will be provided or why it is not provided for;

None required.

6. Indicate how signs, if any, and the proposed exterior lighting with reference to glare, traffic safety, economic effect, and compatibility and harmony with properties in the district;

No additional signage is proposed.

7. Indicate the required yards and other open space and preservation of existing trees and other attractive natural features of the land.

Not applicable to this project.



Check the box beside each item verifying that the item has been submitted with this application

I. Site Plan Criteria

For new construction all boxes in this section shall be marked yes by the applicant to be considered a complete application.

Yes No N/A

- The name, address, and phone number of the professional(s) responsible for preparing the plan if different than the applicant.
- Engineers scale 1 inch = 40 ft or larger
- Title block or brief description of project including all proposed uses
- Date
- North arrow
- Property and zoning boundaries
- The square footage of the site
- Lot coverage* (buildings, decks, steps)
- Location of all existing and proposed *structures* and the setbacks from property lines of all affected *structures* to remain on-site
- Design of driveways and parking
- Adjacent right-of-ways labeled with the street name and right of way width
- Location of all existing and/or proposed easements

Additional information or data as determined necessary by town staff and/or other reviewing agencies including but not limited to the following may be required:

Yes No N/A

- Location and design of refuse facilities
 - Approximate locations and sizes of all existing and proposed *utilities*
 - Existing and/or proposed fire hydrants (showing distances)
 - Adjacent properties with owners' information and approximate location of structures
 - Distances between all *buildings*
 - Number of *stories* and height of all *structures*
 - Locations of all entrances and exits to all *structures*
 - Calculate the *gross floor area* with each room labeled (i.e. kitchen, bedroom, bathroom)
 - Exterior lighting locations with area of illumination illustrated as well as the type of fixtures and shielding to be use
 - Location of flood zones and finished floor elevations
 - CAMA Areas of Environmental Concern (AEC) and CAMA setbacks
 - Delineation of *natural features* and wetlands with existing and proposed topography with a maximum of two-foot contour intervals
 - Proposed landscaping including percentages of *open space*
 - Stormwater management systems
 - Cross-sectional details of all streets, roads, ditches, and *parking lot* improvements
 - Building* construction and occupancy type(s) per the building code
 - Location of fire department connection(s) for standpipes
 - Turning radii, turnarounds, access grades, height of overhead obstructions
 - Dimensions and locations of all *signs*
 - A vicinity map drawn with north indicated
- I have provided a scaled electronic version of each required drawing
 - I have folded all plans to 8 ½" x 11" size and am prepared to pay the application fee today

SUPPLEMENTAL INFORMATION REQUIRED WITH THE APPLICATION

1. Detailed project narrative describing the proposed site and request.
2. Agent form if the applicant is not the property owner.
3. Request for site specific development plan shall be submitted in accordance with Chapter 40 Article XI.

OWNER'S SIGNATURE: In filing this application for a special use permit major modification I/we as the property owner(s), hereby certify that all of the information presented in this application is accurate to the best of my knowledge, information and belief. I hereby designate Chad Cooke

to act on my behalf regarding this application, to receive and respond to administrative comments, to resubmit plans on my behalf and to speak for me in any public meeting regarding this application.

Courtney Glou
Signature

9/11/23
Date

AUTHORITY FOR APPOINTMENT OF PERSON TO ACT ON MY BEHALF

The undersigned owner, Courtney Slow, does hereby appoint Chad Cooke to act on my behalf for the purpose of petitioning the Town of Carolina Beach for: a) an amendment to the text regulations; b) a change to the zoning map; c) approval of a special use permit; d) approval of a special use district; and/or, e) street closing, as applicable to the property described in the attached petition. The owner does hereby covenant and agree with the Town of Carolina Beach that said person has the authority to do the following acts for and on behalf of the owner: (1) To submit a proper petition and the required supplemental materials; (2) To appear at public meetings to give testimony and make commitments on behalf of the owner; and (3) In the case of a special use permit, to accept conditions or recommendations made for the issuance of the special use permit on the owner's property. (4) To act on the owner's behalf without limitations with regard to any and all things directly or indirectly connected with or arising out of any petition. This appointment agreement shall continue in effect until final disposition of the petition submitted in conjunction with this appointment.

Date: 9/11/2023

Appointee's Name, Address & Telephone:

22555 John bumble Road
Cornelius NC 28031
(704)-778-8994

Signature of Owner: Courtney Slow

Project Narrative CBYC

CBYC is proposing subdividing 22 of the current 45ft slips to create 22 additional 22.5ft storage spaces. All 20 spaces of B dock will become 40 22.5ft spaces. The two 45ft spaces on the T-head of C dock will become 4 22.5ft spaces. To serve the additional boat slips, 8 pervious gravel vehicle parking spaces will be added. A 10' landscape buffer waiver is requested for the handicapped parking spot adjacent to 403 Marina Street. One 45ft transient finger dock will be added adjacent to the current barge walkway. The current office/commercial lower floor will be converted into 460 sf residential use. CBYC is also proposing adding a food truck/trailer to serve from the south west corner of the property. A waiver of the 10' landscape buffer is requested for the food truck.