



Conditional Use Permit

RECEIVED
AUG - 4 2020

TOWN OF CAROLINA BEACH, N.C.

(TRC - 8/17/20)

Permit Number: 20-004

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 and minor projects; application fees. The owner or owners, or their duly authorized agent, of the property included in the application for a conditional use permit shall submit a complete application and supplemental information to the Zoning Administrator. A fee in accordance with the Town's adopted schedule of fees, payable to the Town of Carolina Beach, must accompany each application. For the purposes of determining the fee, the Zoning Administrator shall categorize each such Conditional Use Permit Application as either "major" or "minor", depending upon the complexity of review. Generally, Planned Residential (over 3 units), Mixed Uses, Business Developments, and similarly complex projects shall be categorized as "major", while projects such as bed and breakfast inns, small day care services, etc. shall be categorized as "minor".

Major Conditional Use Permit = \$ 800.00
Minor Conditional Use Permit = \$ 350.00

Fees are nonrefundable after item has been sent for advertisement

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

Table with 6 columns: Board, Submission, Meeting, # Copies Full Size, # Copies Electronic, Recipients. Includes 2020 Submission Deadlines & Meeting Dates and a detailed distribution list for TRC, P&Z, and Town Council.

PURPOSE

Conditional use permits add flexibility to the zoning regulations. Subject to high standards of planning and design, certain property uses may be allowed in certain districts where these uses would not otherwise be acceptable. By means of controls exercised through the conditional use permit procedures, property uses which would otherwise be undesirable in certain districts can be developed to minimize any adverse effects they might have on surrounding properties.

Please complete all sections of the application.

A. Property Information

Address(es): 105 Dow Rd. Carolina Beach, NC 28428

PIN(s): 3130-15-3639.0000

Project Name Seaside Chapel

Size of lot(s): 2.52 acres (250' x 450')

B. Application for Conditional Use Permit

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

Child care Facility - to provide childcare for surrounding
communities, using current pre-existing buildings on property

C. Applicant Contact Information

Seaside Chapel
Company/corporate Name (if applicable):

Dana Vess
Applicant's Name

100 S. 8th St.
Mailing Address

Carolina Beach NC 28428
City, State, and Zip Code

(828) 429-8407
Telephone

danavess1@yahoo.com
Email

D. Owner Contact Information (if different)

Seaside Chapel Independent Church
Owner's Name

P.O. Box 451
Mailing Address

Carolina Beach, NC 28428
City, State, and Zip Code

Telephone

Email

General conditions. Council, when granting a conditional 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 CUP will not adversely affect health or safety if located where proposed and developed according to the plan submitted:

The proposed location is already developed. A portion of an established church will be used. Buildings, parking lot and established traffic patterns in and out of the parking lot already exist and will present no safety or health issues.

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

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

As mentioned above, Seaside Chapel has been established for many years. The church currently occupies an entire city block. It is our goal to provide a service for the community by providing additional resources for an after school program. Due to the current pandemic many parents are in need of a structured program so they may continue to work. We see this as a benefit for the community.

4. Indicate that the location and use of the proposed Conditional 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 After school program will occupy a portion of the first floor of Seaside Chapel's Family Life Center. The program is designed to provide care for 25 school age children. It will not interfere with any harmony within the community and will conform to all Town plans and policies

Specific standards. No conditional 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:

Traffic flow will enter and exit using established driveway & parking lot,
off Charlotte Ave.

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.

There is not property adjoining this property. We will be using existing parking area already established for Seaside Chapel. No additional parking needed

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

Seaside Chapel already has town bins for both trash and recycling.
Only household items will be used for this program.

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 CUP.

We will not need any additional services. We will use the
current utilities of Seaside Chapel

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

Seaside Chapel already has shrubs and trees that line portions
of the south side and east side of the property. No additional buffering added

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;

Signage will be on the side of the building of the two story building, it will NOT
be lit, an outside light already covers the parking lot area, therefore no additional needed

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

The land has been cleared many years ago when the church was
built. No changes will be made to the property other than a fence added
to a 50' x 50' portion of a cleared unoccupied corner of the property

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.

- | <u>Yes</u> | <u>No</u> | <u>N/A</u> | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | The name, address, and phone number of the professional(s) responsible for preparing the plan if different than the applicant. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Engineers scale 1 inch = 40 ft or larger |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Title block or brief description of project including all proposed uses |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Date |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | North arrow |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Property and zoning boundaries |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | The square footage of the site |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Lot coverage (buildings, decks, steps) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Location of all existing and proposed structures and the setbacks from property lines of all affected structures to remain on-site |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Design of driveways and parking |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Adjacent right-of-ways labeled with the street name and right of way width |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 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:

- | <u>Yes</u> | <u>No</u> | <u>N/A</u> | |
|-------------------------------------|--------------------------|--------------------------|---|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Location and design of refuse facilities |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Approximate locations and sizes of all existing and proposed utilities |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Existing and/or proposed fire hydrants (showing distances) |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Adjacent properties with owners' information and approximate location of structures |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Distances between all buildings |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Number of stories and height of all structures |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Locations of all entrances and exits to all structures |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Calculate the gross floor area with each room labeled (i.e. kitchen, bedroom, bathroom) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Exterior lighting locations with area of illumination illustrated as well as the type of fixtures and shielding to be use |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Location of flood zones and finished floor elevations |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | CAMA Areas of Environmental Concern (AEC) and CAMA setbacks |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Delineation of natural features and wetlands with existing and proposed topography with a maximum of two foot contour intervals |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Proposed landscaping including percentages of open space |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Stormwater management systems |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Cross-sectional details of all streets, roads, ditches, and parking lot improvements |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Building construction and occupancy type(s) per the building code |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Location of fire department connection(s) for standpipes |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Turning radii, turnarounds, access grades, height of overhead obstructions |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Dimensions and locations of all signs |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 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 1/2" 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

OWNER'S SIGNATURE: In filing this application for a conditional use permit 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 Dana Vess
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.

Dana Vess
Signature

8/2/20

Date

Additional Deacon Board:

Robert G. McLamb - Robert G. McLamb
Eleanor Magnus - Eleanor Magnus
Timothy Brian Marlowe - Timothy Brian Marlowe
Robert Ray James - Robert Ray James

AUTHORITY FOR APPOINTMENT OF PERSON TO ACT ON MY BEHALF

The undersigned owner, Jack Ken Horne (Chairman of Deacons) does hereby appoint Dana Vess 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: 8/2/20

Appointee's Name, Address & Telephone:

Dana Vess
100 S. 8th St.
Carolina Beach NC 28428
(828) 429-8407

Signature of Owner: Jack Ken Horne Chairman Deacons

Additional Deacon Board:

- Robert G. McLamb - Robert G. McLamb
- Eleanor Magnus - Eleanor Magnus
- Timothy Brian Marlowe - Timothy Brian Marlowe
- Robert Ray James - Robert Ray James

Seaside Chapel After-School Program Business Plan Overview

Seaside Chapel, located at 105 Dow Rd. Carolina Beach, would like to extend our ministry opportunity to include operating an After School Program for the community. The program outline is as follows:

WHEN:

- We would be like to begin the program as close to the first day of school as possible.
- Hours of operation 2pm-6pm Monday-Friday for the school calendar. We would also like to provide all-day childcare on days children do not attend school *within* the school calendar year such as teacher workdays, half days, some of Christmas break and Spring Break. Full days will run 8am-6pm
 - The above is our goal hours of operation however during this state of emergency and pandemic our goal is to meet the unmet needs our parents have until we are back to normalcy. We would offer childcare for students during the day who are doing remote learning and afterschool the weeks they attend school. We will still operate with a max of 25 students enrolled although the weeks/hours may be divided (Ex. Week 1, we may have 10 students full days and 15 for afterschool because it falls on their in-class week).

WHERE:

- Use current Family Life Center Building. The afterschool program will only be operating on the first floor of this facility. The program will use the main large room with an approximately 2350 sq. ft., the kitchen area for preparing food/snacks and the women and men's restrooms in the hallway. The Choir Room and Nursery on the first floor will not be used for this program. (It is displayed on the 1st level floor plan but again, not intended to be used for this program)
- Fenced play area will be available for outside play (weather permitting). Tentatively the playground will be placed at the south east corner of the property. The fenced area size will be 1900+ sq. ft. in size. This is slightly above the state requirement for size.

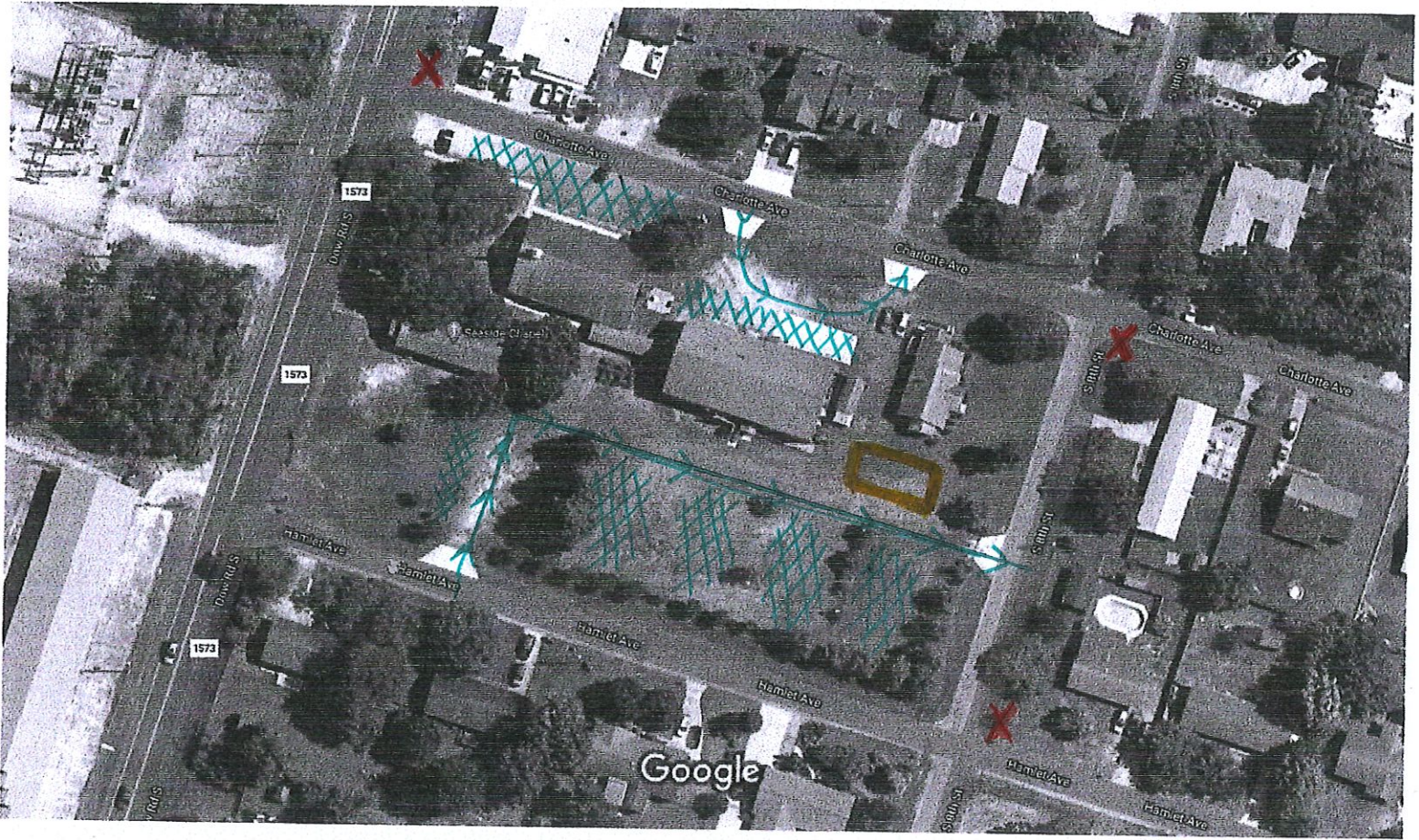
HOW:





There are many details to the operations of the program in accordance to the church but for the quick overview. (More details can be shared if needed)

- We will operate our program with an enrollment of 25 students, grades K-5
- Program will operate under a designated Board of Directors
- A program coordinator will be the liaison between the board and the administrator and staff
- Two staff members will be onsite. The state ratio is 1:25 for school age; we will operate at a 2:25 ratio.
- Transportation will be provided from school for the after school day portion
- Parents will drop-off and pick-up on days students are not in school.
- Drop-off and pick-up will be on Charlotte Ave side of the facility (opposite side of any child play area)
- Morning/Afternoon Snack and Lunch will be provided.
- We will operate under all state guidelines and requirements for compliance.

Seaside Chapel 105 Dow Rd Carolina Beach NC 28428





-  Fire Hydrants
-  Traffic Flow
-  Parking Area
-  Fenced Area

Seaside Chapel

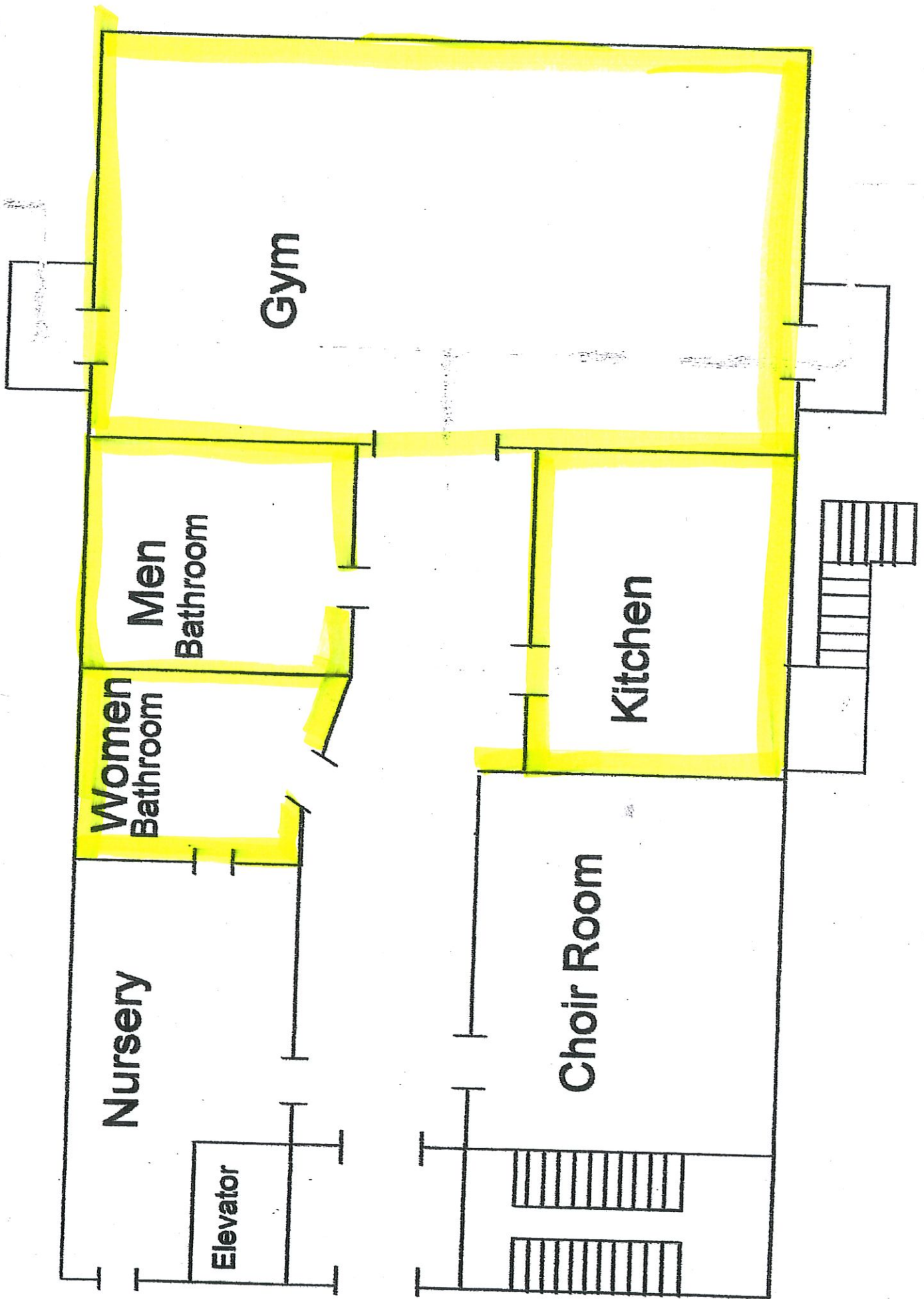


Seaside Chapel Family Life Center



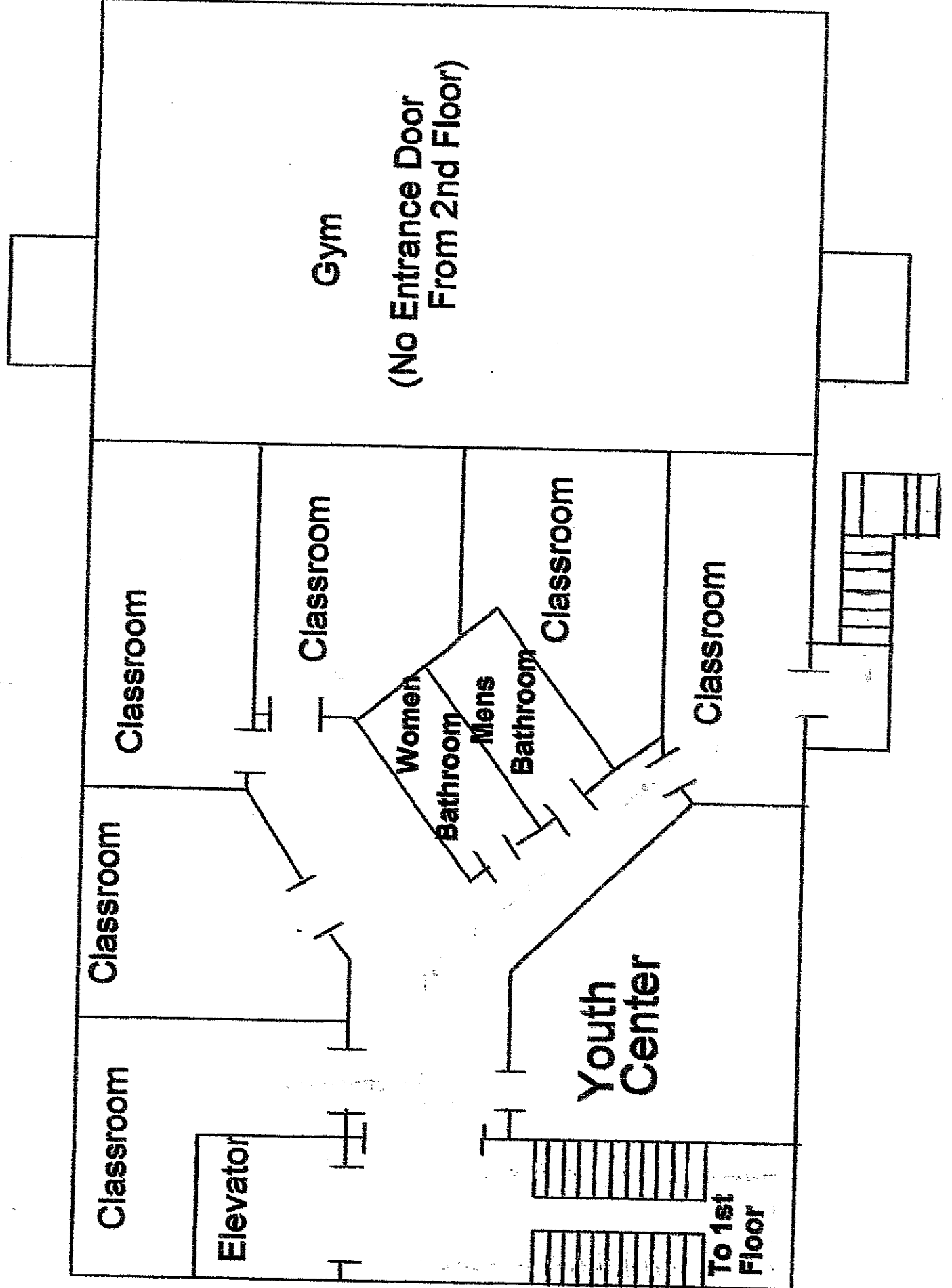
Seaside Chapel's First Floor

Rooms used for the Afterschool program



Seaside Chapel's Second Floor

*2nd floor
(not used for this program)*



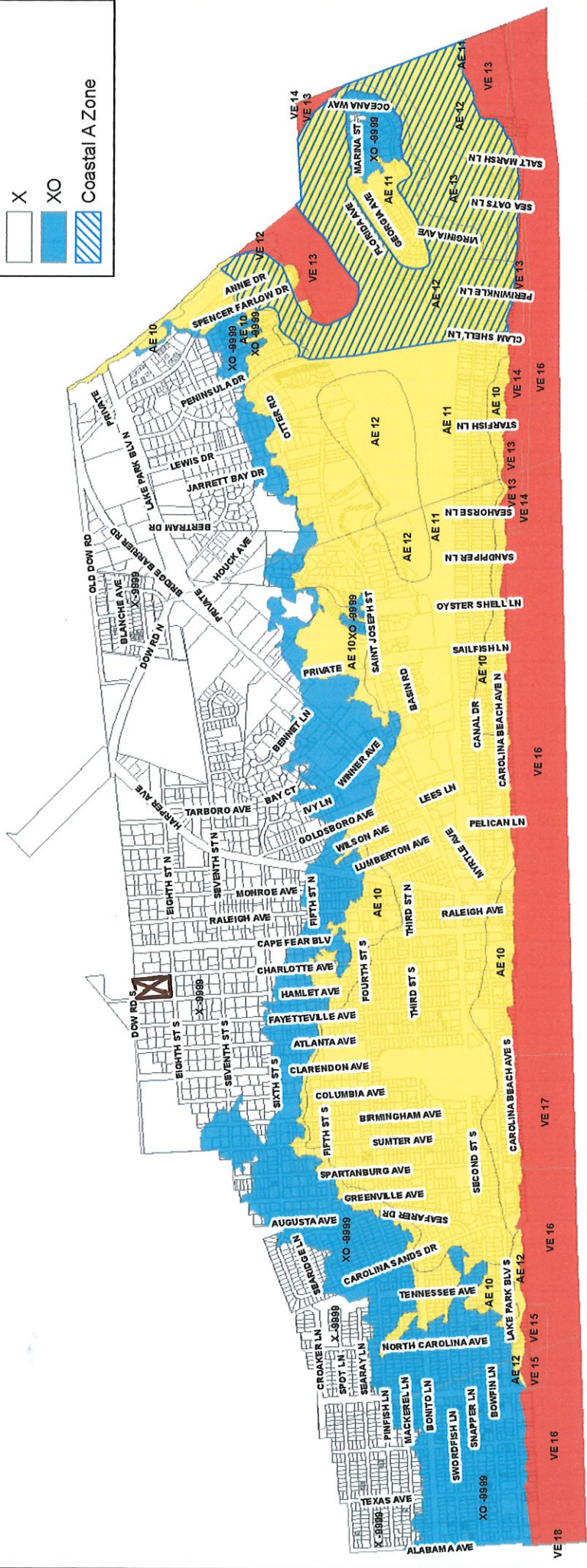


Effective Flood Map

July 2018

Legend
Seaside Chapel
Flood Zones

	AE
	VE
	X
	XO
	Coastal A Zone



Map by: OMB
 HMO Graphics, Inc. 2018 Effective Flood Map