



PERMIT PROJECT

FILE #: 25-000333

0 NEW RIVER INLET RD NORTH TOPSAIL BEACH NC 28460

OSPREY CRYSTAL SHORES BEACH CLUB PARKING (BICYCLES, GOLF CARTS & LSVS)



PERMIT #: SUP25-000001

Permit Type

Special Use Permit

Subtype

Special Use Permit

Work Description:

Osprey-Crystal Shores Golf Cart Beach Parking

Applicant

OSPREY CRYSTAL SHORES HOMEOWNERS c/o David Dalsimer - OSPREY CRYSTAL SHORES HOMEOWNERS

Status

Ready for Payment

Valuation

0.00



FEES & PAYMENTS

Plan Check Fees

0.00

Permit Fees

500.00

Total Amount

500.00

Amount Paid

0.00

Balance Due

500.00

☐ Non-Billable



PERMIT DATES

Application Date

05/12/2025

Approval Date

05/12/2025

Issue Date:

Expiration Date:

Close Date

Last Inspection

FOR OFFICE USE ONLY

☐ Apply Storm Damage Credit

Zoning District

R-20

CAMA Approval Issued	▼
CAMA Approval # 13-25	

PROJECT INFORMATION

Property Owner G & L Capital Holdings, LLC - Robert A. Jeffreys	...
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Are you the property owner? No	▼
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Signed statement provided by property owner giving consent to the request Osprey-crystal Shore & Ocean Club - G & L Capital Holdings LLC - New River Inlet Rd SR 1568 North Topsail Beach NC - 03.13.2025 Lease.pdf	
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I hereby petition the Town of North Topsail Beach for a SPECIAL USE permit to allow the following

We respectfully request a permit to establish a designated parking area for bicycles, golf carts, and low-speed vehicles (LSVs) to serve the 48 residents of the two homeowners' associations located on Osprey Drive. This addition will provide improved access to the beach, especially for elderly residents and those with disabilities who may otherwise face challenges reaching the shoreline. The parking area will be developed with minimal impact on the natural surroundings and designed to complement the existing landscape in an attractive and environmentally sensitive manner.

Findings: In granting the permit, the Board of Aldermen *shall* make a written decision that identifies the key facts of the case and applies these facts to the following standards. The Board must find that all of these conditions exist, or the application will be denied.

The use or development is located, designed, and proposed to be operated so as to maintain or promote the public health, safety, and general welfare; **Statement by Applicant**

The proposed parking area is thoughtfully located and designed to enhance public health, safety, and general welfare. It will provide a safe and accessible means for the 48 lot residents—particularly those with disabilities—to reach the beach, thereby promoting physical and mental well-being through improved recreational access.

The parking area will accommodate bicycles, golf carts, and low-speed vehicles (LSVs) only, and will be enclosed with posts and rope to ensure safety and visual harmony with the surrounding environment. Signage will be installed to indicate that the lot is private property, with no trespassing and no automobile access permitted. A ~5-foot-wide opening will be included to physically prevent vehicle entry while allowing pedestrian and LSV access.

To ensure cleanliness and upkeep, the parking area will be maintained by the professional landscaping company currently responsible for the Osprey neighborhood's entrance and side streets. This will prevent the accumulation of trash and maintain the aesthetic integrity of the area (landscaping company information attached).

Residents will cross NRI Road and the adjacent multiuse path at a nearly perpendicular angle, minimizing the time and space needed to cross and significantly reducing potential conflicts with other path users. Unlike automobiles in neighboring lots that frequently cross and damage the multiuse path, only lightweight vehicles such as golf carts and LSVs will use this access point, posing negligible impact.

To further enhance safety, the HOA is exploring the option of applying for a North Carolina Department of Transportation (NCDOT) permit to install a crosswalk at this location at our own expense.

All rules and regulations related to the use of the parking area will be strictly enforced by the HOA, ensuring there is no added burden on local law enforcement.

The use or development complies with all required regulations and standards of this Ordinance and with all other applicable regulations; **Statement by Applicant**
We are committed to ensuring that the proposed development complies fully with all applicable regulations and standards outlined in the Town of North Topsail Beach Unified Development Ordinance, as well as all relevant state and federal requirements, including those from the North Carolina Department of Transportation (NCDOT) and the Coastal Area Management Act (CAMA).

To that end, we are working closely with Ms. Deb Hill, the Town's Planning Director and Zoning Administrator. A pre-application meeting was held with Ms. Hill on May 6, 2025, where we reviewed the project scope and discussed the necessary steps to ensure full regulatory compliance. With Ms. Hill's guidance and assistance, we are actively verifying that our plans meet all zoning, environmental, and land use standards.

As part of our commitment to compliance, the parking area surface will be constructed using #57 stone, which is the only material permitted under current regulations for this type of development. This choice ensures compliance with stormwater and permeability requirements while minimizing environmental impact.

Ongoing maintenance will be handled by our existing professional landscaping service, and the site will include clear signage and physical barriers to prevent unauthorized use by automobiles. These measures reflect our commitment to orderly development and full regulatory compliance.

The use or development conforms to the plans for the land use and development of Town of North Topsail Beach as embodied in this Zoning Ordinance and in the Town of North Topsail Beach CAMA Land Use Plan; **Statement by Applicant**

The proposed parking area is designed to align with the Town of North Topsail Beach's land use and development objectives as articulated in both the Zoning Ordinance and the 2019 CAMA Land Use Plan Update. This initiative supports the town's commitment to enhancing public access to coastal resources while preserving the natural environment.

Specifically, the project adheres to the following policies from the 2019 CAMA Land Use Plan Update:

- Policy 1.1: The Town supports the development of public access facilities that are designed to minimize environmental impacts and are consistent with the Town's land use policies.

Our design ensures minimal disruption to the natural environment by utilizing permeable materials and maintaining existing vegetation where possible.

- Policy 1.3: The Town encourages the provision of adequate parking facilities to support public access to beaches and waterways. By providing designated parking for bicycles, golf carts, and low-speed vehicles (LSVs), we facilitate safe and organized access to the beach for residents, including those with mobility challenges.

- Policy 5.2: The Town will coordinate with appropriate agencies to ensure that land use decisions are consistent with the Town's land use plan and applicable regulations.

We are actively collaborating with Ms. Deb Hill, Planning Director & Zoning Administrator, to verify compliance with all relevant regulations and to ensure that the development aligns with the town's planning objectives.

Furthermore, the project complies with the Unified Development Ordinance's provisions, particularly those related to off-street parking and loading requirements, as detailed in Article 6: Development Standards. The parking area is designed to meet the town's standards for safety, accessibility, and environmental stewardship.

DOCUMENTS

Site plan or plot plan

25-01-14 EASEMENT MAP SIGNED.pdf



Other documents

Permit for Crossover - BAA25-000010.pdf

Powerpoint Pictures.pdf



ACKNOWLEDGEMENT

General provisions (reference UDO Sec. 2.06.04 Special Use Permits)

A. Additional Conditions: In granting the Special Use Permit, the Board may designate additional conditions that will, in its opinion, assure that the use in its proposed location will be harmonious with the area in which it is proposed to be located, is within the spirit of this Ordinance and clearly in keeping with the public welfare. All such additional conditions shall be entered into the minutes of the meeting, at which the Special Use Permit is granted, on the Special Use Permit itself and on the approved plans. The Special Use Permit and any other specific conditions shall run with the land and shall be binding on the original applicants, their heirs, successors and assigns.

I hereby certify that all information above is true and correct. That all work under this permit shall comply and conform to all Town ordinances, State and Federal laws pertaining thereto, whether specified or not, and in accordance with any plans submitted or required to be submitted regulating building codes and building construction in the Town of North Topsail Beach, NC. I further agree to remove all construction debris from the site when completed, and that I am the owner or authorized by the owner to do the work described in this permit.

Permit shall be void if construction authorized by permit shall not have been commenced within six (6) months after the date of issuance thereof, or if after commencement of construction, the work shall be discontinued for a period of twelve (12) months, work shall not be resumed until the permit has been renewed.

All final inspections are mandatory before occupancy. All work shall be performed by a licensed contractor in the state. It is unlawful and illegal to occupy any building before final inspection and a certification of occupancy has been issued. All fees are non-refundable after 60 days.

Applicant is responsible for all transcript expenses. In addition to the fee, a \$150 deposit for transcript is required. All cancellations must be received at least 48 hours before the start of the public hearing and refunds are subject to a \$150 cancellation fee.

Signature

signature.png



FEES



FEE	DESCRIPTION	QUANTITY	AMOUNT	TOTAL	
Filing Fee				350.00	
Transcripts Fee				150.00	
Plan Check Fees				0.00	
Permit Fees				500.00	
Total Fees				500.00	

PAYMENTS



DATE	TYPE	REFERENCE	NOTE	RECEIPT #	RECEIVED FROM	AMOUNT	
Amount Paid						0.00	
Balance Due						500.00	

Osprey Beach Access Supplemental Information

Parcel 768-7

Attachments to Special Use Permit

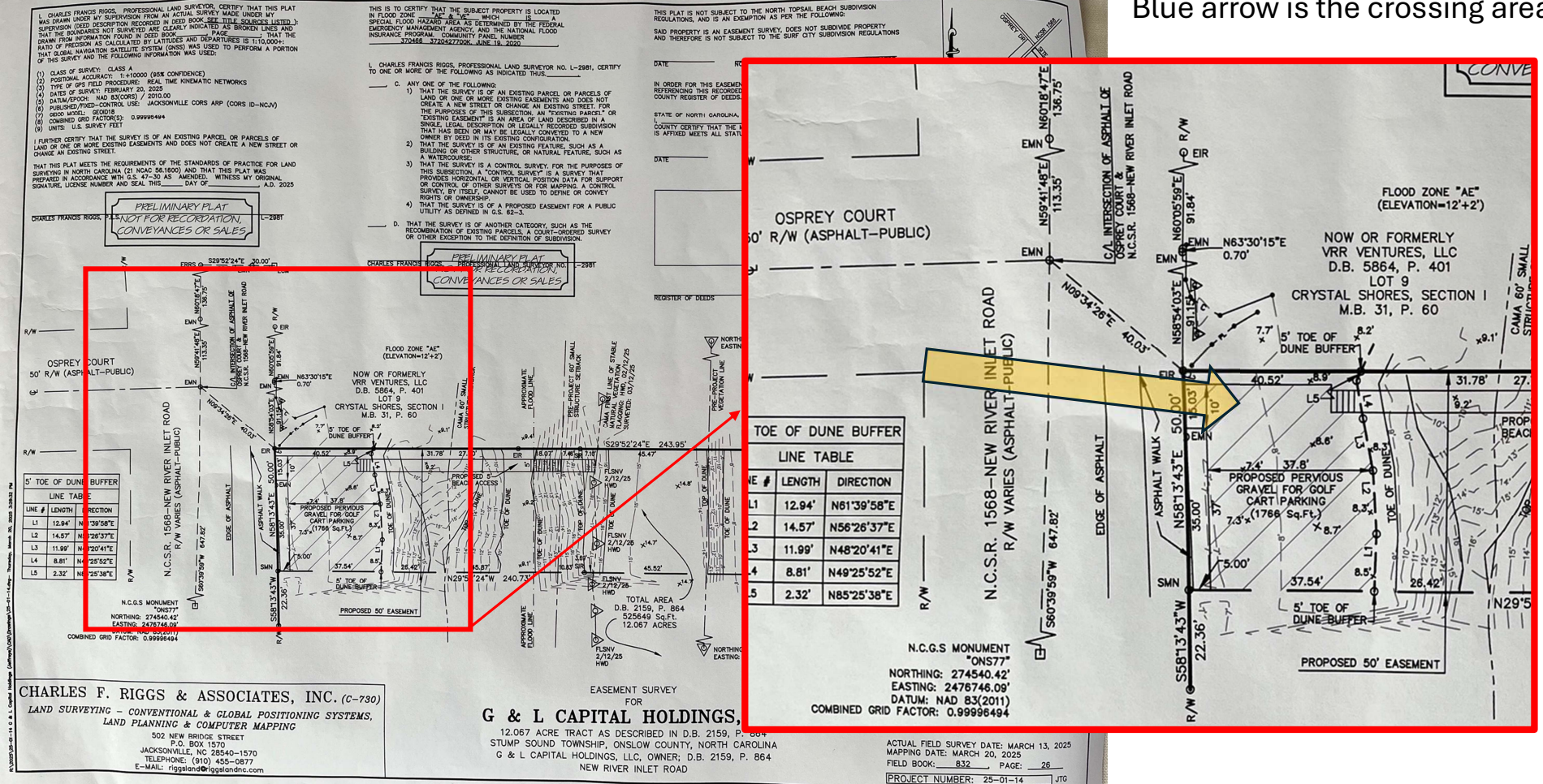
- Revised Survey – *Charles Riggs working on the updates.*
- Original Survey
- Original Survey Signed
- Osprey – G&L Capital Holdings Lease
- Permit for Crossover
- Inspection for Crossover
- Agent Authorization

Table of Contents

- Survey showing crossover area
- Picture of newly constructed wood crossover
- Pictures of crossing showing angle of crossing (almost perpendicular)
- Picture of Cape Isle Crossing
- Picture of vehicles crossing multi use path at adjacent lot

Original Survey – Crossover area

Blue arrow is the crossing area



Original Survey – Crossover area



Newly constructed dune cross over



Crossing NRI road and Multi Use Path



Crossing Path



Picture taken from private property line standing on the multi use path at north edge of property where proposed gravel lot would start

Crossing NRI Road

Crossing Path

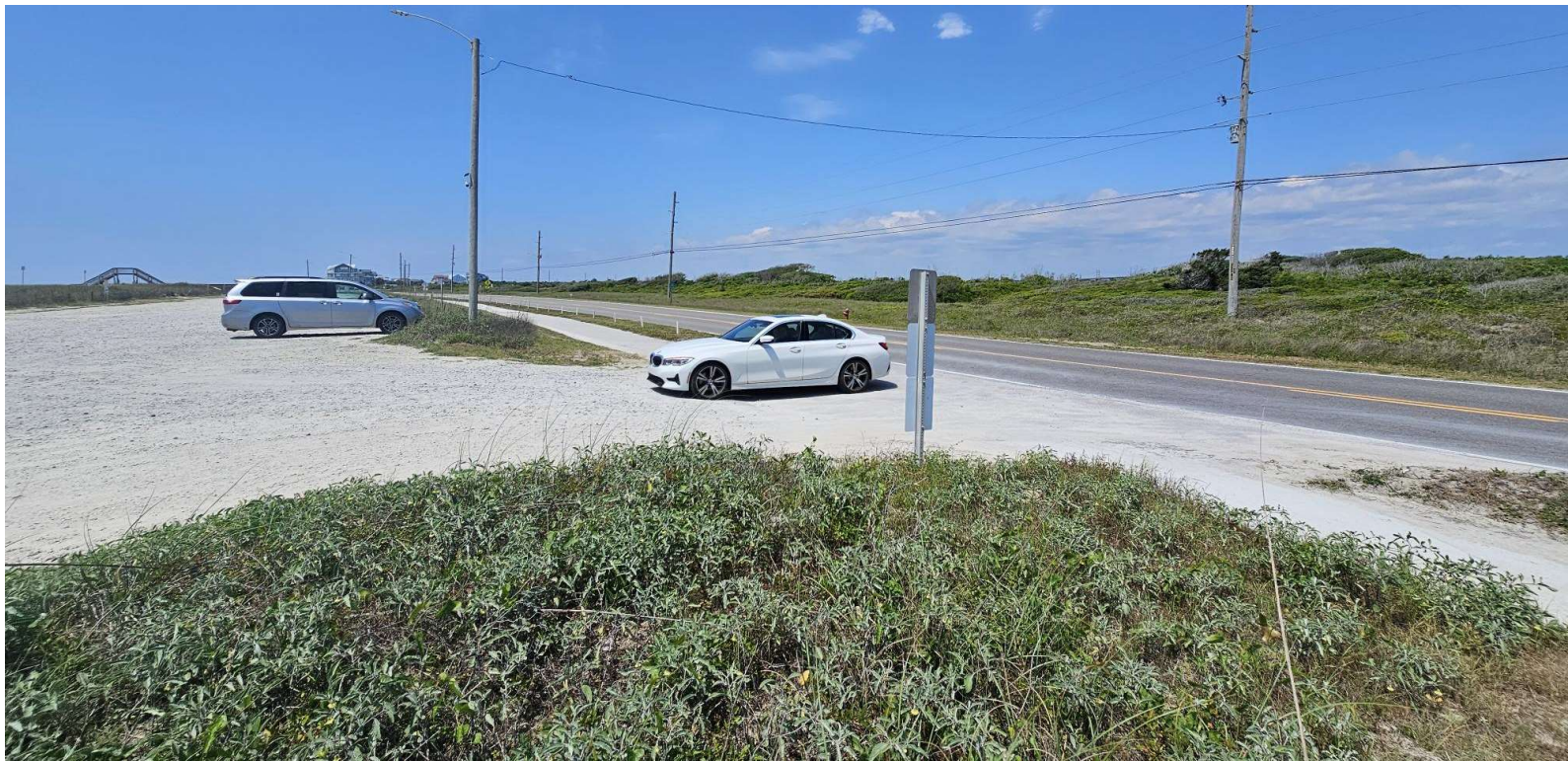


Cape Isle Crossing

Cape Isle crossing is currently at a longer, more diagonal crossing that the proposed Osprey crossing.



Automobiles crossing multi use path in adjacent lot



The multi use path is currently crossed by automobiles in the adjacent property – public parking area

Proposed Signage

Grey to get from Dave.