



Town of Shallotte Planning Board
Attn: Robert Waring
P.O. Box 2287
Shallotte, NC 28459
910-754-4032

RE: Forest Street PUD (Hayden Pointe Ph. 4, 5, 6) – PUD Master Plan Update
ID: 1820004201 & 1820004221 Single Family Development

Mr. Waring,

Thank you and the Technical Review Committee for providing your time and expertise in providing us your comments for the Forest Street / Hayden Pointe Ph 4, 5, 6 project within the Town of Shallotte. Please see below our responses to the comments provided.

Planning/Zoning

1. Please provide a list of adjacent property owners (Excel Doc., derived from BrunsCo Tax records)

Response- Will provide as requested.

2. Note, staff will administer future reviews once the Board has approved annexation & PUD master plan
 - a. Preliminary subdivision applications will be required for each phase.

Response- Understood.

- b. Preliminary subdivision plan approval will be needed prior to any site work or ground disturbance

Response- Understood.

3. Please note that the setbacks detailed in the zoning table will be those referenced in future zoning reviews

Response- Understood; Note: the setbacks have been revised to remain consistent for all single family product and utilization of a single lot typical.

4. The Town has been dealing with significant connectivity issues in the adjoining areas; it is likely that the Board will want to see the road connecting to the adjacent property be constructed ASAP. Please let us know the proposed schedule for road construction.
 - a. The Board will likely assign conditions requiring this to take place sooner rather than later

Response- Current phasing is structured to allow connection in initial phase (phase development sequence table included on PD Master Plan).

5. Please show all required TIA improvements on plan and note any phasing

Response- TIA improvements depicted with descriptions as to timing of improvements in notes.

6. Please provide proposed road cross sections for all roads

Response- Road cross section included as requested

7. Note, the Town will require 5' wide sidewalks along both sides of all roads, or where appropriate, an 8' wide sidewalk along one side.

Response- Understood; sidewalks depicted in typical and in plan view for anticipated placement of 5' or 8' sidewalks within development.

8. Please provide note addressing Town connectivity ratio, ref. Sec 30-2

Response- Connectivity ratio included as requested.

9. Staff would propose a street stub in Phase 5B that could allow future connectivity to the Highland Forest development

Response- Noted; as it is unclear whether feasible to ever extend it is currently depicted as a right of way easement for future expansion should connection be determined to be feasible by Shallotte. During development, it is depicted until such time as a separate parcel with adjacent lot maintaining easements and setbacks at future developed condition.

10. Please note that the area SW ponds should not be calculated as open space proposed.

Response- Pond area excluded from provided "Open space" acreages - Pond area located within open space parcels, but area not included towards provided acreage (see update to tables reflecting alteration and breakdowns).

11. Please provide general types & suitability of proposed rec area/open space, ref. Art. 29

Response- Open space areas classified and amenity location depicted.

12. A heritage tree survey will be required along with a plan for preservation and/or replacement

- a. Staff would strongly support preservation/replacement in common areas so as to maximize native tree canopy

Response- Required tree survey to be provided with development plans (was previously a timber site, so no developed acreage is anticipated to be impacted); where feasible with construction, existing vegetation shall be maintained as requested.

13. A Town of Shallotte Stormwater permit will be required prior to final subdivision approval

Response- Understood.

14. Will single-family also have rear setback of 10'? If so, they will not be room for Accessory structures. Please have noted in the HOA - No Accessory structures allowed.

Response- Lot typical was updated to reflect one consistent single family lot typical inclusive of referenced setbacks. Note included in exhibit referencing no accessory structures as requested.

15. Road names are to be submitted to Brunswick County for approval

Response- Understood.

16. The town will assign addresses once the county assigns the street number ranges.

Response- Understood.

17. Sign permit will be reviewed and issued separately per UDO Section 21 6

Response- Understood.

18. The following signs are permitted in all residential zoning districts.
- Permanent freestanding identification signs for residential developments shall be ground mounted signs no more than 64sq. ft. area and 6' Max height
 - One (1) permanent identification sign may be located at up to two (2) major entrances per development or phase. Signs to be placed on an island or median within the right-of-way, preferably with the site plan or preliminary plat review for the entire project or phase of the project. Illumination shall be restricted to indirect white lighting.
 - Up to three (3) temporary banners are permitted within a residential subdivision or multi-family project not to exceed eight (8) square feet each and shall be located near the entrance to and within the project or unit they are advertising.

Response- Understood; signage anticipated to be addressed upon completion of permit submissions for development.

19. Please provide copies of all state and federal permits as they are acquired

Response- Understood; will provide all upon receipt.

20. Note, all signs permitted separately

Response- Understood.

Water & Sewer

1. It is understood that these are conceptual drawings. Please include Street names when available.

Response- Street names anticipated to be provided during construction plan submissions.

2. What is the planned storm water conveyance to bridge the gap between lots 599 and 598?

Response- Culvert placed at road crossing and wetland fill to adequately convey stormwater for design storm events.

3. With the significant improvements required for the intersections into Forest St in the vicinity of the phase line between 5A and 6 the existing culvert needs to be upgraded to the current NCDOT standard.

Response- Noted; required improvements shall be provided with construction set submissions.

4. Obviously this is premature to this part of the conversation, but I would like to see a detail as to how the existing surface of Pine St will tie into Road F.

Response- for drainage the existing ditch network for the facility drains away from the development. We will provide the necessary information pertaining to elevations at design stage to confirm elevations to meeting minimum requirements for transition between developments.

Dan Formyduval Public Works Utility Supervisor dformyduval@townofshallotte.org

1. Gravity sewer is to be installed wherever possible. Pressure Sewer is only allowed by the approval of the Board of Aldermen. (Code of Ordinances 52.030 B).

Response- Noted; gravity used throughout development to access proposed sewer lift stations.

2. Allocation of sewer is issued to only 60 lots at a time.

Response- Understood.

3. All sewer must be permitted by the state prior to construction of sewer lines, lift-stations, etc. You may request permit for entire project and receive Partial Finals for the 60-lot allocated to allow c/o.

Response- Understood- any deviations understood to require prior approval.

4. You must have an Authorization to Construct from the state prior to beginning any digging or installing of sewer lines, pumps, lift-stations, etc.

Response- Understood.

5. A final for the state permits will be required prior to Final Plat or any sewer connections.

Response- Understood.

6. Lift station is to be located on a separate parcel which is included with the dedication of the utility to the Town.

Response- Understood and depicted as such on Master Plan.

7. Correct As-built in CAD form needs to be submitted to the Town's engineer prior to c/o.

Response- Understood; will be provided upon completion as requested.

8. Any damage to pavement, concrete, etc. due to removing/replacing sewer tank or lines will not be the responsibility of the town.

Response- Understood.

9. Landscape cannot block access sewer meter and lines or lift station(s).

Response- Understood.

Debra White, CZO, Development & Regulatory Compliance Manager debratos@outlook.com

Town Engineer

1. No proposed grades provided at this time.

Response- Construction plans reflecting PD master plan anticipated upon completion of PD process.

2. A Town of Shallotte Stormwater permit will be required.
 - a. Please submit full stormwater and erosion control plans and details along with approved NCDEQ Stormwater, Erosion Control, wetland fill and any other required environmental permits along with Stormwater Permit application package.

Response- Understood; shall be provided upon completion of PD process.

3. General comment - the cul-de-sac right-of-way of Phase 6 appears to go offsite, with proposed sidewalk right on the property line and some of the cul-de-sac rights-of-way and Road I right-of-way encroach in wetland setbacks, with the sidewalk proposed at or within the setback. Existing and proposed contours are not shown at this time to determine if tie grading can be accomplished without additional wetland impacts.

Response- Proposed Right-of-way located within tract extents; linework referenced crossing property lines are the utility easements extending along the proposed right-of-ways. At the cul-de-sac / terminations, no utility extensions are anticipated to require supplemental easements outside the proposed right-of-way. If upon development plan submissions it is determined that said easement is necessary, the proposed right of ways shall be adjusted to reflect any additional requirements.

Based upon initial grading and stormwater design completion, the proposed grading of roadways / sidewalks are designed to allow adequate transitions without additional wetland impacts beyond those shown. Should design and/or construction plan revisions per municipal comments impact design in these areas, it is understood the road may be required to shift to maintain any disturbance outside wetlands or appropriate additional impacts permitted appropriately.

4. Will Road F physically connect to existing Pinecrest Road NW? If so, please assure existing drainage is considered.

Response- Connection expected as requested to existing roadway- the existing roadway drains through existing ditch networks and drains towards ditches located between lots within their community so minimal roadway drainage consideration is expedited (LIDAR information included below for preliminary informational purposes).



Elizabeth Nelson, PE, Town Engineer Elizabeth@EliEngineering.net

Shallotte FD

1. Need fire flow is specified in the Brunswick County Fire Prevention Ordinance
 - a. Brunswick County Fire Prevention Ordinance B105.1
 - b. Static water sources are not used as primary water sources

Response- Understood; utility design shall accommodate minimum municipal requirements for fire prevention.

2. Hydrant placement as specified by Fire Code Official
 - a. Future issues are to be forwarded to BC Water Dept

Response- Understood; hydrant placement to be specified during construction set submissions.

3. Cul-de-sac requirements
 - a. Brunswick County Fire Prevention Ordinance D103.1
 - b. Will accept alternative based upon documents supporting apparatus turn analysis

Response- Understood; minimum Cul-de-sac requirements to be provided based upon municipal requirements or alternatives provided for review. For phase 5A temporary cul de sac- it is currently proposed to utilize the future right of way easement as the temporary turnaround

4. Traffic Calming
 - a. No vertical disruption of vehicle travel

Response- Understood; will coordinate during plan set submissions for acceptable traffic calming devices for utilization within the proposed development. If there is a preferred method please let us know and we will try to accommodate during initial construction set submissions.

5. HOA/POA to enforce
 - a. Unobstructive access to fire hydrants
 - b. No on-street parking

Response- Understood; required parking for the single family lots are located external to the proposed right-of-ways for the development.

6. Additional details attached with in sperate attachment

Response- Received and shall be referenced during design set submissions.

TRC comments are provided by Paul Dunwell, Fire/Rescue Chief; Emergency Management Coordinator pdunwell@townofshallotte.org.

Shallotte PD

1.
Adam Stanley, Chief of Police astanley@townofshallotte.org

Brunswick County Code Admin/Fire Marshall

1. Cul-de-sacs shall be provided as indicated in The Brunswick County Fire Prevention Ordinance Figure D103.1 of 96 feet in diameter.

Response- Master Plan reflects referenced diameter as requested.

2. In accordance with The Brunswick County Fire Prevention Ordinance the fire hydrants to be spaced not to exceed 500 foot spacing and no point of the road to exceed 250 feet from a fire hydrant. Fire hydrants should not be placed at the end of dead-end roads or turnarounds (example- can be provided at intersection then down the road to meet any distance but before the cul-de-sac)

Response- understood; proposed hydrant placement shall be finalized during constructions set submissions.

3. Note that Phase 5A and 5B would need an approved turn around between phases. Please remember hydrant locations would also apply to the phase lines.

Response- understood; confirmation to be provided based upon phasing sequence for adequate fire coverage in standalone and final buildout conditions and applicable turnaround or approved method to be confirmed during plan submissions.

4. The stub out at lots 559 and 560 exceeds a dead end of 150 feet and will need an approved turnaround. Please refer to the Brunswick County Fire Prevention Ordinance.
 - a. If this will be a connection please indicate.

Response- This is anticipated to be a connection to existing Pinecrest Street NW.

5. Refer to Brunswick County Fire Prevention Ordinance on fire flow requirements- minimum fire flow for residential is 1,000 GPM and for commercial minimum flow is 1,500 GPM.

Response- understood; minimum fire requirements to be confirmed during design set submissions.

6. A Fire Application for the fire development will be required to make site inspections for the roads, hydrants, street signs, and hydrant flows before building construction is approved or plat is signed.

Response- Understood.

Joe Oliver, Brunswick County, Deputy Fire Marshal 910-676-4392
Joseph.oliver@brunswickcountync.gov

Brunswick County Engineering

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William L. Pinnix, P.E. Director of Engineering, Brunswick County
William.Pinnix@brunswickcountync.gov

Brunswick County Building Inspections

1. .

Jeff McIntosh jeff.mcintosh@brunswickcountync.gov

Brunswick County Floodplain

1. The effective Flood Mapping list the area within the X Flood Zone in 2018 FIRM mapping. However, the NCEM Advisory Flood Data mapping has indicated that there are areas within the project have been identified to be flooded during the 1% (100 year Storm Event). It is recommended that the approval include provisions for a Flood Study (H & H Study) to be conducted, and submitted to and approved by FEMA/NC Flood prior to construction beginning. This will provide the limits of flooding within the property such that they can be avoided with home development.

Response-Preliminary Flood Data shall be analyzed during design and lots confirmed to be higher than proposed elevations in study with stormwater confirmation of reductions.

James Paggioli, CFM, Floodplain Administrator, Brunswick County

Brunswick County 911

1.
Brian Ross, Deputy Director - Central Communications Division, Brunswick County Sheriff's Office
brian.ross@brunswickncsheriff.gov

NCDOT

1. TBD.

Angela (Angel) Hammers, Engineering Technician III, Division of Highways | Division 3 | District 3, NCDOT, 910 398 9100 / 9119 office / direct akhammers@ncdot.gov

NCDEQ

1. Any proposed work within 75 ft. of Normal High Water or within Coastal Wetland Areas will trigger CAMA. We would be happy to review any proposals on a site plan.

Response- Understood; Once designs are completed, we will be able to confirm disturbance area and will submit as needed.

Tara MacPherson, Wilmington Region District Manager, NC Division of Coastal Management, NCDEQ
tara.macpherson@deq.nc.gov

Thank you for your time and effort in getting this project moving forward for us. If you should have any questions, please contact us at the following information below:

Brady Gantt, P.E.
Brady@g3engineering.org
843-655-0086

Brandon Truesdale, P.E.
Brandon@g3engineering.org
803-310-8547