

MSP-20-1 Crystal View Amendment

Major Site Plan Review Summary

Concept Proposal TRC – November 17, 2020

Application Details:

Date of Application: November 3, 2020
Property Owner Name: William "Billy" Sparkman
Applicant Name: Ron Cullipher – The Cullipher Group PA

Property Details:

Name of Project: Crystal View North	Street Address: 109 Knollwood Drive
PIN Number: 636515629568000	Location Description: Block between Pelican Drive, Knollwood Drive, and West Fort Macon Road
Zoning District: Mixed-use High Intensity	Impervious Coverage Permitted: 40%
Structure Height Limit: 45ft	Other Permits Required: State stormwater permit, State sedimentation and erosion control permit, Carteret County Environmental Health Department septic permits
Flood Zone: Shaded X	

Description of Major Site Plan Amendment:

This major site plan amendment proposes a change to the active open space provided for the approved "Crystal View North" development. The previous major site plan accounted for required open space at the shared swimming pool for the entire Crystal View complex. The amendment to this major site plan is the provision of open space for the new building as a horseshoe court directly adjacent to the building. This does not qualify as a "minor" amendment.

Major Site Plan Review Process:

- Phase One
 - ✓ Pre-application Conference – November 2
 - ✗ Neighborhood Meeting – Not conducted
 - ✓ Submit Application – November 3
 - Technical Review Committee (TRC) meeting – November 17th, 10am
 - ✓ Public Hearing Scheduled
 - ✓ Public Notification – November 10th
 - Concept Proposal Public Hearing (Council-Planning Board joint meeting) – December 1st
- Phase Two
 - Application Revision
 - Technical Review Committee (TRC) meeting
 - Planning Board Review and Recommendation
 - Town Council Review and Decision
 - Notification of Decision

Summary Compiled by: Michelle Shreve Eitner, Director of Planning and Zoning

MSP-20-1 Crystal View Amendment – Concept Proposal – UDO Compliance Matrix

Issue	Reference	Notes
Review Procedure	§18.2.4.P.8.	<ul style="list-style-type: none"> Project is an amendment to the major site plan (not a “minor” amendment). “When an amendment is considered, the unaffected components of the site plan shall not be considered for re-approval.”
Zoning District	§18.3.4.C.1.	<ul style="list-style-type: none"> No proposed change from original major site plan approval.
Density	§18.3.4.C.2.	<ul style="list-style-type: none"> No proposed change from original major site plan approval.
Lot Area/Size	§18.3.4.C.2.	<ul style="list-style-type: none"> No proposed change from original major site plan approval.
Setbacks/Spacing	§18.3.4.C.2.	<ul style="list-style-type: none"> Amended open space area meets setbacks.
Building Height	§18.3.4.C.2.	<ul style="list-style-type: none"> No proposed change from original major site plan approval.
Impervious Surface Coverage	§18.3.4.C.2.	<ul style="list-style-type: none"> No proposed change from original major site plan approval.
Building Design	§18.5.9.	<ul style="list-style-type: none"> No proposed change from original major site plan approval.
Open Space	§18.4.7.A.1.c.	<ul style="list-style-type: none"> Multi-family developments shall provide on-site private common open space – this development is reviewed as a whole for open space provisions 200sf of common open space is required per residential unit: 30 units = 6,000sf open space Multi-family development shall ensure that at least 50% of the square footage of open space is devoted to active recreation features: 6,000sfx50% = 3,000sf active recreation required Phase 1 (existing 18 units on Pelican Drive) - 1804sf of active open space at the swimming pool and 1805sf of passive open space over the septic field Phase 2 (recently approved new 12 unit building on Knollwood Drive) – 1200sf of active open space provided at a new horseshoe court and 1200sf of passive open space over the septic fields Provided open space appears to meet requirements at this time. Phase Two will confirm.
Driveways	§18.5.2.D.	<ul style="list-style-type: none"> No proposed change from original major site plan approval.
Sidewalks	§18.5.2.F.	<ul style="list-style-type: none"> No proposed change from original major site plan approval.
Parking	§18.5.3.	<ul style="list-style-type: none"> No proposed change from original major site plan approval.
Landscaping	§18.5.4	<ul style="list-style-type: none"> No proposed change from original major site plan approval.
Tree Preservation	§18.5.5.	<ul style="list-style-type: none"> No proposed change from original major site plan approval.
Solid Waste	§18.5.6	<ul style="list-style-type: none"> No proposed change from original major site plan approval.
Exterior Lighting	§18.5.8	<ul style="list-style-type: none"> No proposed change from original major site plan approval.
Signage	§18.5.10	<ul style="list-style-type: none"> No proposed change from original major site plan approval.
Stormwater	§18.6.1	<ul style="list-style-type: none"> No proposed change from original major site plan approval.
Flood Damage Prevention	§18.6.3	<ul style="list-style-type: none"> No proposed change from original major site plan approval.



THE CULLIPHER GROUP, P.A.
ENGINEERING & SURVEYING SERVICES

October 27, 2020

Crystal View Condominiums

Major Site Plan Description

Crystal View Condominiums is an existing 18-unit residential condominium and previously approved for 12 additional units. This community is located between Pelican Drive, NC Hwy 58 and Knollwood Drive in the Town of Atlantic Beach. Sparkman Holdings, LLC now owns parcel PIN15:636515629862000 which adjoins the original Crystal View Condominium to the north off Knollwood Drive.

Environmental permits were modified and approved for the additional 12-units as listed below:

- NCDEQ – Stormwater SW8 050402 – January 10, 2019, Renewed February 20, 2019
- NCDEQ – Erosion Control CARTE-2019.024 – April 11, 2019
- NCDHHS – Onsite Wastewater 2019-11 – September 27, 2019

This submittal is solely for the relocation of required open (active & passive) space for the additional 12 units. Phase 2 initially proposed the existing pool located in Phase 1 as a percentage of active open space, however Crystal View Condo HOA is no longer authorizing Phase 2 use of the pool. The active open space located between septic fields has been enlarged (1,825 sf) to meet the intent of the ordinance. Enlarging the active space as proposed does not initiate modifications to any approved environmental permit.

HESTRON PLAZA TWO
151-A NC HWY 24
MOREHEAD CITY, NC 28557
(252) 773-0090



TOWN OF ATLANTIC BEACH PLANNING & ZONING DEPARTMENT
 125 WEST FORT MACON ROAD ATLANTIC BEACH, NC 28512

CASE NUMBER:
 MSP-20-1

MAJOR SITE PLAN INFORMATION

Applicant's Name: The Cullipher Group, P.A.
Mailing Address: 151A Hwy 24, Morehead City, NC 28557
Primary Telephone: (252) 773-0090
Primary E-mail: ron@tcgpa.com

Owner's Name: William J. Sparkman
Mailing Address: 1504 Sweet Meadow Lane, Raleigh, NC 27613
Primary Telephone: (919) 369-8310
Primary E-mail: billysparkman@sparkmanconstruction.com

Major Site Plan Address: 104,106,107,108,109 Pelican Drive and 111 Knollwood Drive

Zoning District: MHI
Flood Zone: Shaded X
Existing Use: Existing Condominium community and vacant land.
Proposed Use: Multi-Family

Septic/Sewer: Septic
State Permits: SW8 050402; CARTE-2019-024; OSWS 2019-11
PIN: 6365.15.62.9568.000 & 6365.15.62.9862.000
Deed Bk/Pg: 1298/484; 1073/212; 1624/190

Briefly describe the proposed plan: Previously approved 12 multi-family units to the Crystal View Condominiums with modification to open space locations.

MAJOR SITE PLAN CONCEPT PROPOSAL REQUIREMENTS	INCLUDED: Y or N or N/A	SUBMITTED & APPROVED
Fee for major site plan application, as required in the current fee schedule	Y	<i>Inuse</i>
Applicant name and contact information (with authorized agent information, if applicable)	Y	<i>Inuse</i>
A written description of proposed development, including detail on use type, density, number of residential units, floor area, lot coverage, and the configuration of features required in Article 18.5.	Y	<i>Inuse</i>
A description of how the development will comply with the standards in Article 18.6: Environment	Y	<i>Inuse</i>
A preliminary or concept-level sketch of the proposed development site showing lot lines, required setbacks, proposed building outlines, and generalized site configuration features like required parking, landscaping, fences and walls, solid waste collection and service areas, and a description of adjacent development	Y	<i>Inuse</i>
A basic description of primary exterior materials and material configurations proposed for principal buildings in the development	N/A	—
Preliminary or conceptual building elevations of proposed structures as seen from the right-of-way, the waterfront (if adjacent), and any adjacent development	N/A	—
Digital map of site plan superimposed on aerial imagery	Y	

MSP-20-1

PROCEDURE TIMELINE	Anticipated Date	Date Completed	Staff Responsible
Pre-application meeting:	11/2/20	11/2/20	Anse
Neighborhood meeting:	—	—	—
Application received:	11/3/20	11/30/20	Anse
Phase I TRC meeting:	11/17		
Date signs posted:	11/10		
Date letters mailed:	11/10		
Concept Proposal meeting:	12/1		
Revisions/additions received:			
Phase II TRC meeting:			
Planning Board meeting:			
Town Council meeting:			
Date decision delivered			



TOWN OF ATLANTIC BEACH PLANNING & ZONING DEPARTMENT
 125 WEST FORT MACON ROAD ATLANTIC BEACH, NC 28512

CASE NUMBER:

APPOINTMENT OF AGENCY

Type of Application: Major Site Plan

Application Address: 104,106,107,108,109 Pelican Drive

I, William J. Sparkman, owner of property located in the Town of Atlantic Beach at
 104,106,107,108,109 Pelican Drive 1073 212
 and 111 Knollwood Drive in Carteret County Deed Book 1298 Page 484,
6365.15.62.9568.000
 and having PIN# 6365.15.62.9862.000, do hereby appoint as my representing agent
The Cullipher Group, P.A. to represent me in the application indicated above and
 authorize him/her to act as my agent in all matters formal and informal relating to the
 Town of Atlantic Beach procedures for such requested actions. I authorize him/her to
 receive and submit all official correspondence with the understanding, however, that as
 the owner of the property I must sign any and all affidavits and statements that may be
 required for approvals of the request.

Applicant's Name: The Cullipher Group, P.A.
 Mailing Address: 151A Hwy 24
Morehead City, NC 28557
 Primary Telephone: (252) 773-0090
 Primary E-mail: ron@tcgpa.com
 SIGNATURE: *Ronald D Cullipher*
 DATE: 3/27/18

Owner's Name: William J. Sparkman
 Mailing Address: 13200 Strickland Rd. Ste.114-316
Raleigh, NC 27613
 Primary Telephone: (919) 369-8310
 Primary E-mail: billysparkman@sparkmanconstruction.com
 SIGNATURE: *[Signature]*
 DATE: 3/27/18

