

# Town of Morehead City Planning & Inspections Department 2015 Annual Report



Linda V. Staab, Director of Planning and Inspections

## 2015 Highlights:

Following are some of the Planning and Inspections Department highlights from 2015:

<b>TOTAL MONIES RECEIVED:</b>	<b>\$328,302.50</b>
• Permit Fees Collected:	\$299,942.50
• Plan Review Fees Collected:	\$16,700.00 (57 Commercial/163 Residential)
• Planning/Zoning Fees Collected:	\$8,060.00
• CAMA Fees Collected:	\$3,600.00

<b>TOTAL CONSTRUCTION VALUE:</b>	<b>\$37,701,802.00 (entire planning area)</b>
• In-City:	\$32,637,048
• Extra-Territorial Jurisdiction:	\$ 5,064,754

## CITY LIMITS: 9.7 square miles as of 1/1/16

- .02 square miles (9.8 acres) annexed in 2015

## GENERAL STATISTICS

• Total Permits Issued/Inspections Made:	1,284/4,679
• Annexations:	4 (4 approved)
• CAMA Permits Issued:	34
• Ordinance Amendments:	2 (2 approved)
• Rezoning Requests:	7 (7 approved)
• Variance Requests:	1 (1 approved)
• Special Use Permits:	6 (6 approved)
• Street/Alley Closings:	2 (1 approved/1 withdrawn)
• Subdivision Lots (Sketch Review)	22 residential
• Subdivision Lots (Preliminary Plat Approval)	28 residential/3 commercial
• Multi-Family Units (Preliminary Plat Extension)	56 units

Submitted by:

*Linda V. Staab*

Linda V. Staab  
February 1, 2016

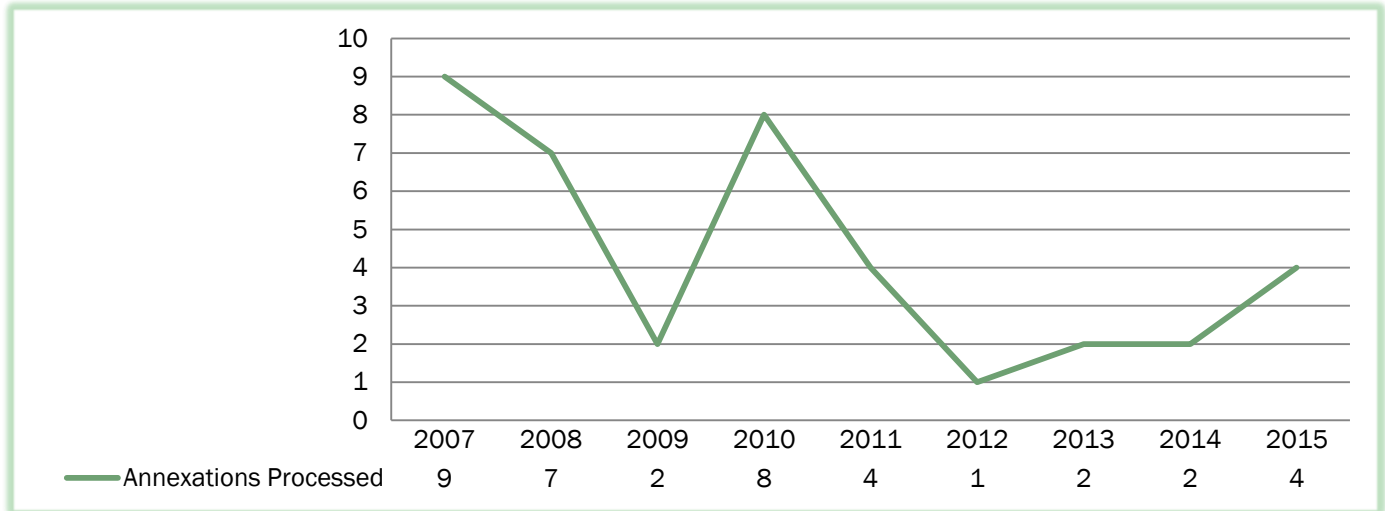
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## Planning Division:

### Annexation Requests:

The number of annexations processed in 2015 increased by 100% in comparison with 2014. The area annexed totaled 9.8 acres.



### Grant Applications:

The Planning Division submits applications for grants as authorized by the City Manager and Council when funding becomes available. In 2015, staff submitted the following grant applications:

- **CAMA Fast Track Application:**

In 2014, the City was awarded \$200,000 in CAMA grant funding and was approved for a 0% interest loan for five years with a 1% origination fee from the Eastern Region to use as a match. *Update:* In 2015, construction began on the 6,000 square-foot pavilion project at the “Jib” property.

- **Golden Leaf Foundation Community Based Grant:**

Staff evaluated potential projects and submitted a letter of inquiry and supporting documentation to Carteret County for an economic development project. Morehead City’s project was one of three selected by Carteret County for submittal to the Golden Leaf Foundation. The grant process is competitive and funding requested may total not more than \$1.5 million. As requested, the project would involve street and utility improvements along the Bridges Street corridor with the hopes of occupancy of empty storefronts and development of vacant parcels.

- **North Carolina Water Resources Development Grant Project:**

Staff completed a grant application for the Spooner’s Creek shallow draft dredging project. The amount requested was \$25,000 and the Friends of Spooner’s Creek provided an equivalent match. The Council adopted a resolution in August. Planning staff worked with Public Services to ensure that the grant documentation was in order.

## Geographical Information Systems (GIS) Projects:

The Planning Division regularly prepares maps and generates data utilizing ESRI's ArcMap software. Maps and analysis are conducted for use internally, for use by external departments, and for outside agencies and individuals. Staff also provides zoning, flood, and other miscellaneous maps to the public upon request. Following are examples of GIS services provided by the department in 2015:

- **Interdepartmental Projects:**
  - **Administration:** Staff prepared a map which showed topographic contours.
  - **Fire Department:** Staff prepared a map of the corporate limits and extraterritorial jurisdiction (ETJ).
  - **Parks and Recreation:** Staff prepared one-mile walking maps for the north and south sides of Arendell Street in the downtown area.
  - **Public Services:** Staff prepared a conceptual map of potential parking areas near the Newport River pier as well as maps depicting the parking and traffic reconfiguration in the vicinity of South 8<sup>th</sup> Street.
- **Other:**
  - **Corporate Limits:** Staff worked on a GIS layer which makes it possible to symbolize the corporate limits based upon the year of annexation.
  - **Website:** Throughout the year, staff updated the online PDF maps depicting the corporate limits, zoning, planning jurisdiction, and other information. Staff also maintained an interactive zoning map which is searchable by PIN, address, and owner name.

## Planning Projects:

- **Census Boundary and Annexation Survey (BAS):**

Staff completed the digitized BAS for the 2013 and 2014 calendar years.
- **City Staff Committees:**

Staff regularly participated in Leadership meetings, as well as meetings of the Safety Committee, Technology Committee, and Wellness Committee. Staff also updated the evacuation map for the Parks and Recreation Department building.
- **Crystal Coast Countdown:**

Staff, in coordination with the Crystal Coast Countdown Committee and staff of Atlantic Beach, Beaufort, Emerald Isle, Newport, and Pine Knoll Shores, planned and hosted the Fifth Annual Crystal Coast Countdown celebration.
- **Downtown Morehead City Revitalization Association (DMCRA):**

Staff serves as liaison to a number of Downtown Morehead City Revitalization Association (DMCRA) committees, including Board of Directors, Design, and Economic Restructuring. In addition, staff assisted prior to and during the Morehead City Christmas Parade.
- **Filing System:**

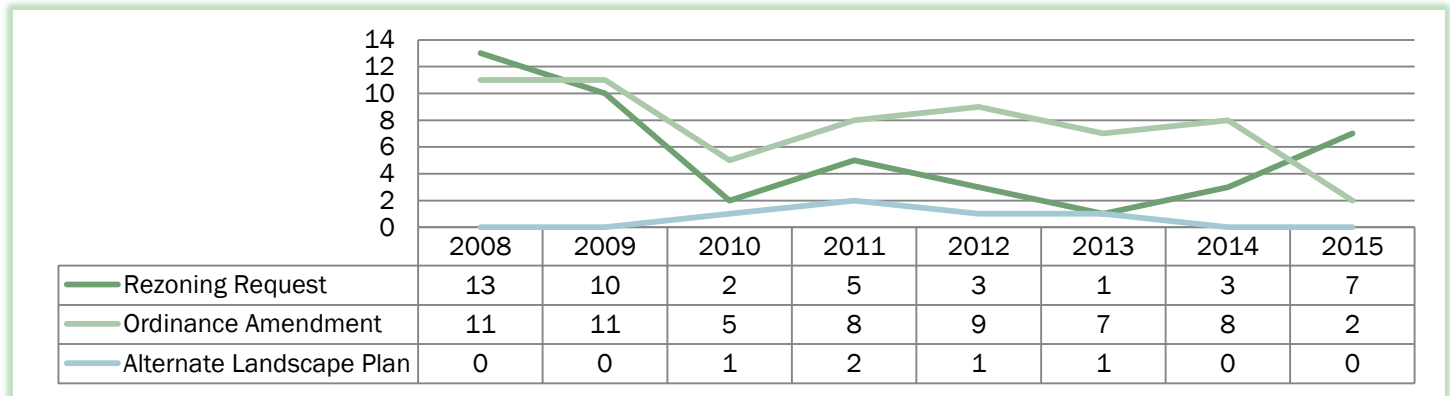
Staff completed the redesign of the department's "miscellaneous" files by purging outdated files and reorganizing files into a more useable order. Staff has also made strides towards establishment of a comprehensive electronic filing system. Files are scanned onto the department's server and can now be accessed via a button in the department's permitting software. A temporary employee assisted staff by scanning the remaining address files scanned and scanning a portion of the rezoning files.
- **Hazard Mitigation Plan:**

The Pamlico Sound Regional Hazard Mitigation Plan was adopted by the Morehead City Council and certified by FEMA.

- **Mobile Vending/Itinerant Merchant Meeting:**  
After meeting with Administration, Tax, Finance, and Police Department staff concerning mobile vendors and itinerant merchants, it became apparent that associated regulations should be clarified. Staff submitted a draft ordinance for review. This item is proposed to be addressed in 2016.
- **Municipal Initiative:**  
Staff compiled lists of action items identified during the Municipal Initiative project. The Planning Committee recommended that the action items be forwarded to Council and Planning Board members for further prioritization. A joint meeting was held in January between the Morehead City Council and Planning Board to review the Municipal Initiative Plan developed by the Carteret County Economic Development Council.
- **Office of State Budget and Management:**  
Staff completed the annual Office of State Budget and Management Boundary and Annexation Survey.
- **OP-R5 Zoning Study:**  
In October, staff held a public meeting to gauge interest from property owners in rezoning property between 5<sup>th</sup> Street and 12<sup>th</sup> Street on Bridges Street. While much of the area is zoned OP, many of the properties are developed with residences. During the meeting, some individuals expressed interest in rezoning to R5, while others indicated a desire for their properties to remain as they are currently zoned. A second informational meeting was held in January during which a draft zoning map was presented to property owners. The item will be processed as a city-initiated rezoning in February and March 2016.
- **Sidewalk Cafes:**  
Staff worked with sidewalk café owners to complete the annual renewal process in the spring.
- **Unified Development Ordinance Update:**  
In 2015, staff began the process of updating the Unified Development Ordinance (UDO). In September, the first meeting of the UDO Subcommittee was held and recommendations of desired changes were submitted by the Subcommittee to staff, particularly related to the sign ordinance. Staff worked on incorporating changes resulting from statute changes and court decisions, subcommittee recommendations, and structural and clerical adjustments into the sign ordinance. The staff and subcommittee reviews are anticipated to be completed in early 2016.

## Planning Board:

The Planning Board met a total of five times in 2015. Tom Outlaw and Tom Saunders were reappointed as in-City members, Sally Lumpkin was appointed as an in-City member, and Ronetta Gaskill was reappointed as an extraterritorial member. No elections were held as the Planning Board did not meet in November or December.



## Subdivisions:

Following is a summary of the subdivision requests reviewed by the Planning Board in 2015:

<b>Country Club Run, Phase II, Lots 170-187 and 200-203 (28 units, 21.09 acres, zoned R7-CU)</b>	
Sketch Plan Review (Planning Board)	3/15/2005
Sketch Plan Approval (Council)	5/10/2005
Preliminary Plat Review and Approval (Planning Board)	11/15/2005
Preliminary Plat Extension (Planning Board)	3/18/2008
Preliminary Plat Extension (Planning Board)	11/19/2013
Revised Preliminary Plat Review and Approval (Planning Board)	3/17/2015
<b>Laughton's Bluff Subdivision (13.17 acres, 22 single-family lots, zoned R15)</b>	
Sketch Plan Review (Planning Board)	5/19/2015
Sketch Plan Review (Council)	Withdrawn
<b>Mitchell Village Business Park (4.37 acres, 3 commercial lots, zoned CH)</b>	
Sketch Plan Review (Planning Board)	5/19/2015
Sketch Plan Review (Council)	6/9/2015
Preliminary Plat Approval (Planning Board)	8/18/2015
<b>Park Villas, Phase III (12.1 acres, 56 townhouse lots, zoned PD)</b>	
Sketch Development Plan Review (Planning Board)	3/19/2002
Sketch Development Plan Approval (Council)	4/9/2002
Site Development (Master) Plan Review (Planning Board)	6/21/2005
Site Development (Master) Plan Approval (Council)	7/12/2005
Site Development (Master) Plan Amendment and Preliminary Plat (PB)	5/19/2009
Site Development (Master) Plan Amendment (Council)	6/9/2009
Preliminary Extended to 12/30/2013 - SL 2010-177	2010
Preliminary Plat Extension (Planning Board)	11/19/2013
Final Plat Approval	8/20/2014
Preliminary Plat Extension (Planning Board)	10/20/2015

### Rezoning Requests:

The number of rezoning requests presented to the Planning Board increased since the 2014 calendar year by 133%. Following is a summary of the requests which were processed in 2015:

Applicant	Property Description	Request	Action
Beth Atkins, on behalf of Best Ventures, LLC	316 Friendly Road	Rezone 29.63 acres from R20, MA-CU, R5S, OP, & RMF-CU to RMF-CU	Approved by Planning Board and Council with conditions
David Horton, on behalf of James & Carol Sloan	137 Gloria Dawn Road	Rezone 1.12 acres from R15M to CH	Approved by Planning Board and Council
Eugene Gurganus, on behalf of Golf & Shore Properties Inc.	McCabe Road	Rezone 1.23 acres from PD to R15	Approved by Planning Board and Council
Julie Brinson Hosley, on behalf of Thomas Lee Hosley	1002 Bridges Street	Rezone 0.11 acre from OP to R5	Approved by Planning Board and Council
Ralph & Beth Nitt of Loser Boy, LLC	151 Gloria Dawn Road	Rezone 2.09 acres from CH to I	Approved by Planning Board and Council
Ray Murdoch, on behalf of Gordon & Susan Laughton	2608 Country Club Road	Rezone 13.75 acres from R20 to R15	Approved by Planning Board and Council
Ridge Care LLC, on behalf of 35th Street Professional Center	221 Friendly Road	Rezone 8.7 acres from RMF and R20 to RMF-CU	Approved by Planning Board and Council

### Ordinance Amendments:

The number of ordinance amendment requests processed in 2015 decreased since the 2014 calendar year by 75%. Following is a summary of the requests for ordinance amendment reviewed by the Planning Board in 2015:

Applicant	UDO Section	Request	Action
City-initiated	12-2.5D	Adjust regulations pertaining to sidewalk cafes in the DB and CD districts	Planning Board: Approved with amendments. Council: Approved.
Phil Lewis	14-31L	Add exception to regulations pertaining to residential docks and piers to permit an accessory use dock on a waterfront lot or multiple adjoining lots within areas shown in Map Book 1, Page 131 of the Carteret County Registry and which would be a common dock for use by the contiguous waterfront owners and non-waterfront owners within the same platted block subject to conditions	Planning Board: Recommended approval. Council: Approved.

## Zoning District Estimate:

Following is an estimate of developed and undeveloped area within each zoning classification and the change, measured in acres, which occurred in 2015.

Zoning District	Developed (Acres)	Developed (%)	Undeveloped (Acres)	Undeveloped (%)	Total (Acres)	% of Total	Change in 2015 (Acres)
<b>R20</b>	2,211.72	57%	1,689.9	43%	3,901.62	38.46%	<b>-17.38</b>
<b>FP</b>	110.82	9%	1,155.41	91%	1,266.23	12.48%	
<b>CH</b>	555.28	66%	291.18	34%	846.46	8.34%	<b>-0.97</b>
<b>PD</b>	367.11	57%	279.83	43%	646.94	6.38%	<b>-1.23</b>
<b>R15M</b>	270.55	42%	370.06	58%	640.61	6.32%	<b>-1.12</b>
<b>PM</b>	179.84	41%	260.13	59%	439.97	4.34%	
<b>R15</b>	288.45	74%	100.48	26%	388.93	3.83%	<b>+14.98</b>
<b>R5</b>	235.39	72%	90.24	28%	325.63	3.21%	<b>+0.11</b>
<b>I</b>	89.41	32%	189.35	68%	278.76	2.75%	<b>+2.09</b>
<b>R10</b>	118.22	62%	73.81	38%	192.03	1.89%	
<b>OP</b>	132.93	77%	39.75	23%	172.68	1.7%	<b>-5.60</b>
<b>R5S</b>	121.37	87%	18.65	13%	140.02	1.38%	<b>-18.32</b>
<b>RMF</b>	53.27	45%	65.52	55%	118.79	1.17%	<b>-6.45</b>
<b>R7</b>	102.72	87%	14.98	13%	117.70	1.16%	
<b>IC</b>	88.14	99%	0.52	1%	88.66	0.87%	
<b>R15SM-CU</b>	60.57	75%	20.41	25%	80.98	0.80%	
<b>RMF-CU</b>	22.27	31%	49.86	69%	72.13	0.71%	<b>+37.92</b>
<b>R15-CU</b>	0.00	0%	58.85	100%	58.85	0.58%	
<b>CH-CU</b>	35.59	66%	18.20	34%	53.79	0.53%	
<b>R7-CU</b>	3.95	7%	48.79	93%	52.74	0.52%	
<b>R10-CU</b>	1.05	2%	51.04	98%	52.09	0.51%	
<b>R15SM</b>	24.53	61%	15.85	39%	40.38	0.40%	
<b>DB</b>	20.92	62%	12.88	38%	33.80	0.33%	
<b>MA</b>	29.58	95%	1.59	5%	31.17	0.31%	
<b>CD</b>	22.02	79%	5.98	21%	28.00	0.28%	
<b>CM</b>	15.90	68%	7.42	32%	23.32	0.23%	
<b>R5-CU</b>	3.73	22%	12.86	78%	16.59	0.16%	
<b>CN</b>	11.65	80%	2.90	20%	14.55	0.14%	
<b>R15M-CU</b>	11.84	100%	0.00	0%	11.84	0.12%	
<b>MA-CU</b>	0.00	0%	6.48	100%	6.48	0.06%	<b>-4.03</b>
<b>CM-CU</b>	0.00	0%	1.15	100%	1.15	0.01%	
<b>OP-CU</b>	0.50	100%	0.00	0%	0.50	0.00%	
<b>CN-CU</b>	0.00	0%	0.31	100%	0.31	0.00%	
<b>I-CU</b>	0.23	100%	0.00	0%	0.23	0.00%	
<b>Total:</b>	5,189.55		4,954.38		10,143.93	100.00%	

*The above figures were estimated using Carteret County GIS Tax Data.*

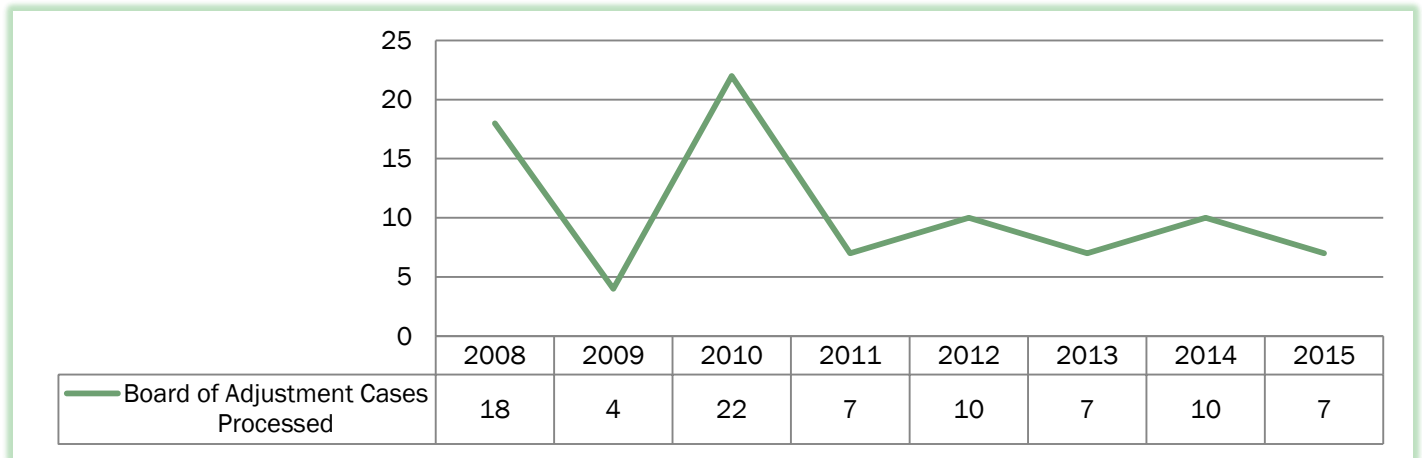
*Properties with structure values were considered developed and those without structure values were considered undeveloped.*



## Zoning Division:

### Board of Adjustment:

The Board of Adjustment reviews special-use permit and variance requests, as well as appeals to staff interpretations of the Unified Development Ordinance. In 2015, Trey McCarther was appointed as an in-City member, Gina Sanderson was appointed as an in-City alternate member, Tripp Mudge was appointed as an extraterritorial member, and Dianne Gagnon was appointed as an extraterritorial alternate member. Dave Robertson was elected by the Board of Adjustment to serve as Chairperson and Tripp Mudge was elected to serve as Vice-Chairperson. The Board of Adjustment met a total of four times and the number of Board of Adjustment cases processed decreased by 30% in comparison with 2014.



Following are the Board of Adjustment cases reviewed in 2015:

Applicant	Request Type	Request	Action
Angela Bradshaw	Special-Use Permit	Allow a child daycare (home) at 1203 Lantern Way, zoned R10-CU	Approved with conditions
Beth Nitt, on behalf of Loser Boy, LLC	Special-Use Permit	Allow a sign manufacturing facility at 161 Gloria Dawn Road, zoned I	Approved
BSR Properties, LLC	Special-Use Permit	Allow for expansion of a nonconforming use at 1306 Bridges Street, zoned R5	Approved with condition
Jeff McCann	Special-Use Permit Modification	Modify special-use permit for a bar/cocktail lounge at 513 Evans Street, zoned DB	Approved with condition
Michael Lupton, on behalf of LMN Properties	Special-Use Permit	Allow boat and RV storage at 5060 Business Drive, zoned CH	Approved
Rebecca Haines, on behalf of The Coop/Montessori Preschool at St. Andrew's Episcopal Church	Special-Use Permit Modification	Modify special-use permit for existing church with accessory daycare at 2005 Arendell Street, zoned R5S	Approved
William Allen Wells	Variance	Allow for a sixty-seven (67) square foot encroachment on the forty-percent (40%) maximum lot coverage at 205 South 15th Street.	Approved

## Zoning Enforcement Update:

Following is a summary of the zoning enforcement activity for 2015:

	2015	2014	% Change
Residential Building Permit Applications Reviewed:	334	305	10%
Building Permit Applications Reviewed (Nonresidential):	118	124	-5%
Zoning Inspections Conducted	864	680	27%
Sign Permits Issued:	81	58	40%
Fence Permits Issued:	80	65	23%
Right-of-Way Usage Permits Issued:	7	5	40%

## Minimum Housing Enforcement

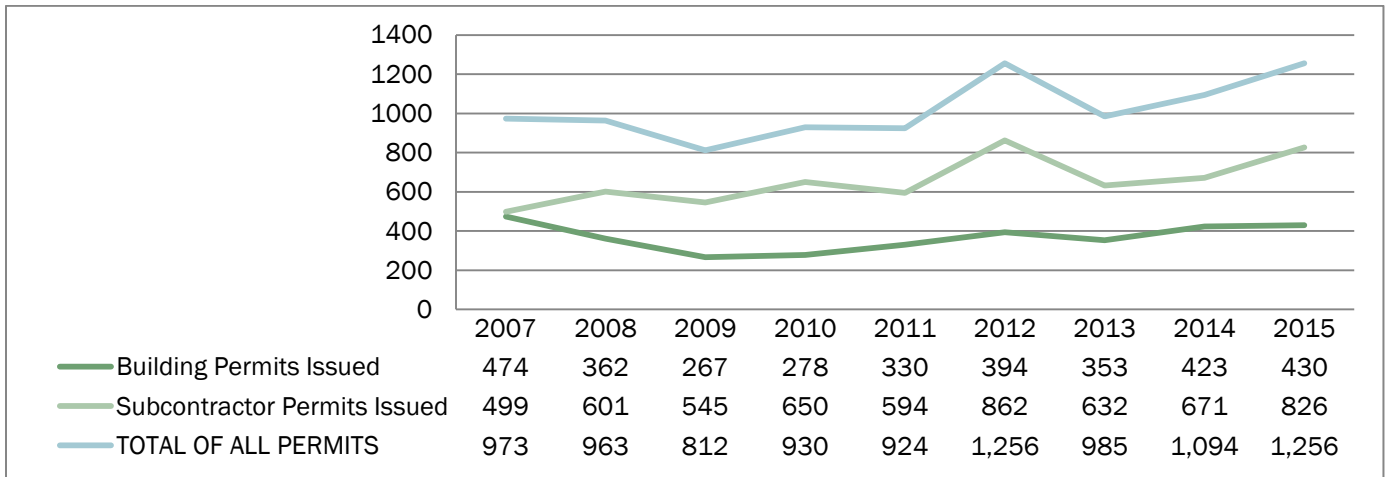
In 2015, Planning and Inspections Division staff shared the responsibility of administration of the Minimum Housing Standards and Minimum Nonresidential Structures Standards ordinance (Article 23, Unified Development Ordinance). Following is a synopsis of the minimum housing and nonresidential standards ordinance activity conducted throughout the year:

<b>Cases Investigated*</b>	<b>29</b>
Repairs Made	6
Structure Demolished	7
Demolition Permit Obtained (Pending Demolition)	2
Structure Vacated	10
Unfounded	4

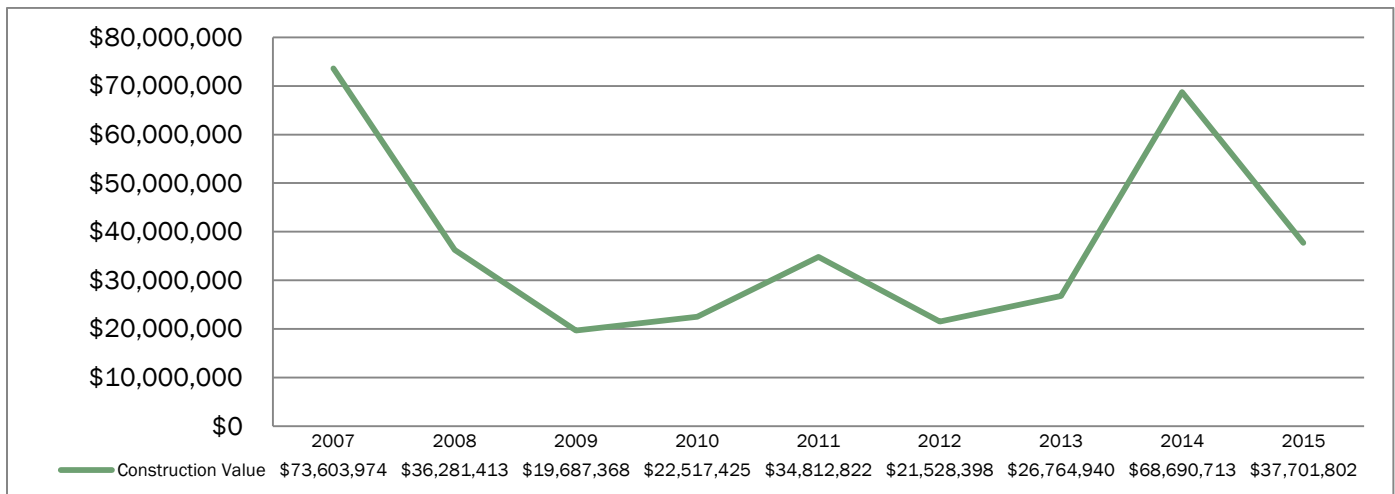
\*In addition, staff also worked with property owners and tenants of Crystal Coast Apartments throughout the year in an effort to ensure compliance with the minimum housing standards requirements.

## Inspections Division:

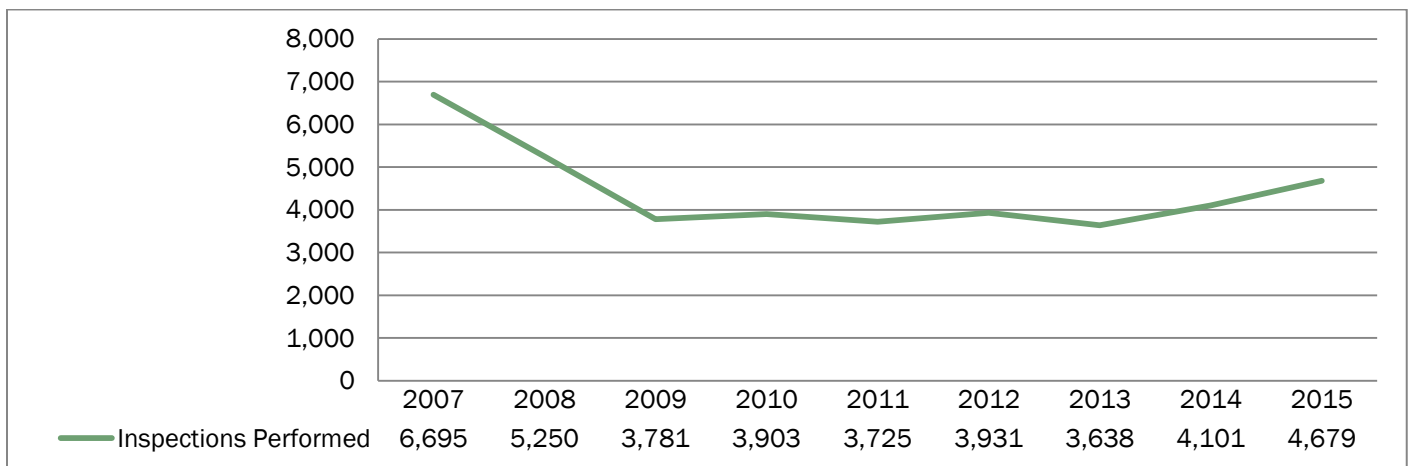
The number of building permits issued increased by 2% and the total number of subcontractor permits increased by 23% since 2014.



There was a 43% decrease in construction value in 2015 in comparison to the 2014 calendar year. The higher reported construction value in 2014 is partially attributed to construction of the hospital addition which took place during that period.



The number of inspections performed in 2015 increased by 14% compared to the 2014 calendar year.

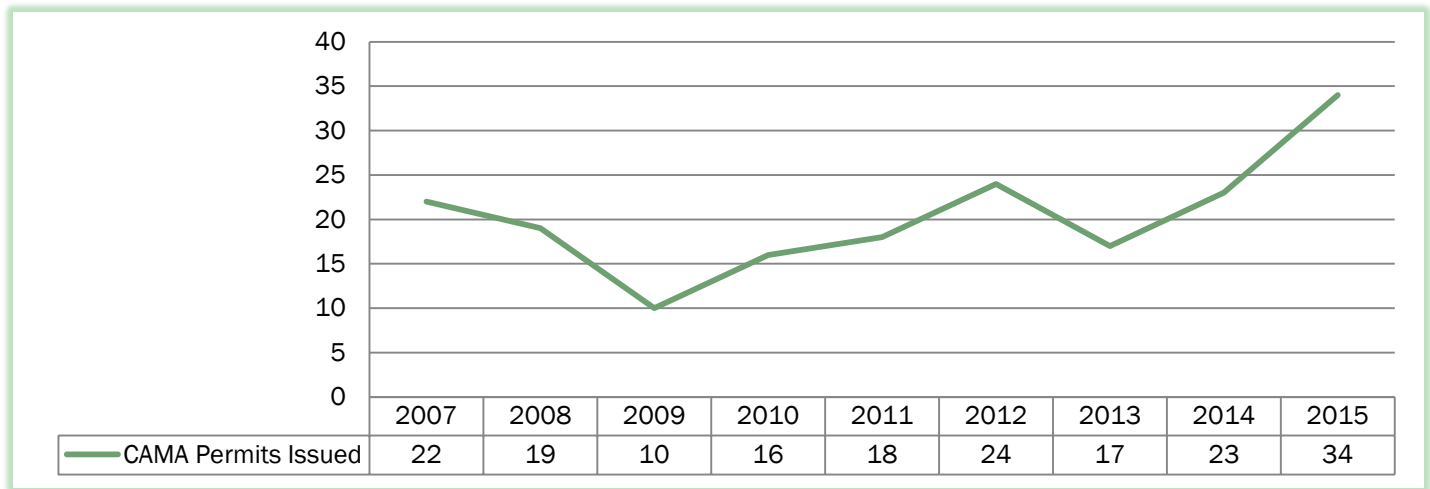


## Inspections Totals Comparison:

	2015 TOTAL	2014 TOTAL	CHANGE
<b>BUILDING PERMITS ISSUED</b>			
Single-Family Detached	53	53	0%
Single-Family Attached	7	2	250%
Duplex (No. of Units)	2	0	+
Multi-Family (No. of Units)	32	5	540%
Motel/Hotel (No. of Units)	0	0	0%
Commercial	73	84	-13%
Miscellaneous*	291	283	3%
<b>Total</b>	<b>430</b>	<b>423</b>	<b>2%</b>
<b>SUBCONTRACTOR PERMITS ISSUED</b>			
Electrical	233	193	21%
Mechanical	469	365	28%
Plumbing	99	73	36%
Natural Gas	4	4	0%
Fire Sprinkler	13	13	0%
Mobile Home	8	23	-65%
Demolition	21	37	-43%
<b>Total</b>	<b>826</b>	<b>671</b>	<b>23%</b>
<b>TOTAL OF ALL PERMITS</b>	<b>1256</b>	<b>1094</b>	<b>15%</b>
<b>CONSTRUCTION VALUE</b>			
Single-Family Detached	\$15,202,066	\$14,637,270	4%
Single-Family Attached	\$1,157,330	\$303,800	281%
Duplex	\$372,422	\$0	+
Multi-Family	\$1,731,504	\$493,000	251%
Commercial	\$13,049,604	\$48,364,452	-73%
Miscellaneous*	\$6,188,876	\$4,892,191	27%
<b>Total</b>	<b>\$37,701,802</b>	<b>\$68,690,713</b>	<b>-45%</b>
<b>PERMIT FEES</b>			
In-City	\$252,803.00	\$251,466.00	1%
ETJ	\$47,139.50	\$54,849.50	-14%
<b>Total</b>	<b>\$299,942.50</b>	<b>\$306,315.50</b>	<b>-2%</b>
<b>INSPECTIONS PERFORMED</b>	<b>4,679</b>	<b>4,101</b>	<b>14%</b>
<b>C.O. INSPECTIONS</b>			
Septic (Out of City)	10	18	-44%
City Water (In-City)	56	39	44%
<b>Total</b>	<b>66</b>	<b>57</b>	<b>16%</b>

## Coastal Area Management Act (CAMA):

Planning and Inspections Division staff shares the responsibility of administration of the Coastal Area Management ordinance (Article 21, Unified Development Ordinance). Staff issues CAMA Minor permits, exemptions, and violations, when necessary. In 2015, there was a 48% increase in the number of CAMA permits issued in comparison with the 2014 calendar year. One exemption and zero violations were issued.



## Floodplain Administration:

Planning and Inspections Division jointly share the responsibility of administration of the City's Flood Damage Prevention Ordinance (Article 18, Unified Development Ordinance). The City's participation in the National Flood Insurance Program (NFIP) allows its citizens to carry flood insurance, and its participation in the Community Rating System (CRS) provides a 10% discount on flood insurance premiums to citizens with property located in the floodplain.

Inspections Division ensures that new construction and substantially improved structures located within the special flood hazard area (SFHA) are constructed in accordance with both the flood damage prevention ordinance and building code requirements. Planning Division staff handles the administrative aspects of floodplain management, including annual CRS verification and repetitive loss analysis and reporting.

Throughout 2015, staff attended a number of trainings to enhance skills and knowledge relative to floodplain management. Trainings included attendance at Carteret County Floodplain Administrators meetings throughout the year, the NFIP Fall Workshop in New Bern, and the Flood Risk Review meeting in December.

Staff also completed the following activities relative to floodplain management:

- Completed the annual recertification process for the Community Rating System program.
- Received notification that the Pamlico Sound Regional Hazard Mitigation Plan had been approved by FEMA.
- Mailed information to property owners with property located in repetitive loss areas to communicate information about property protection, financial assistance, and flood insurance.
- Presented information on flood elevation certificates, the new flood map update, and the CRS program during the Carteret County Homebuilders Meeting in August.
- Worked towards improvement of floodplain development permit file management, including reorganization of flood development files into a new filing system and review and correction of elevation certificates for the preceding five-year period.

## Departmental Fees Collected:

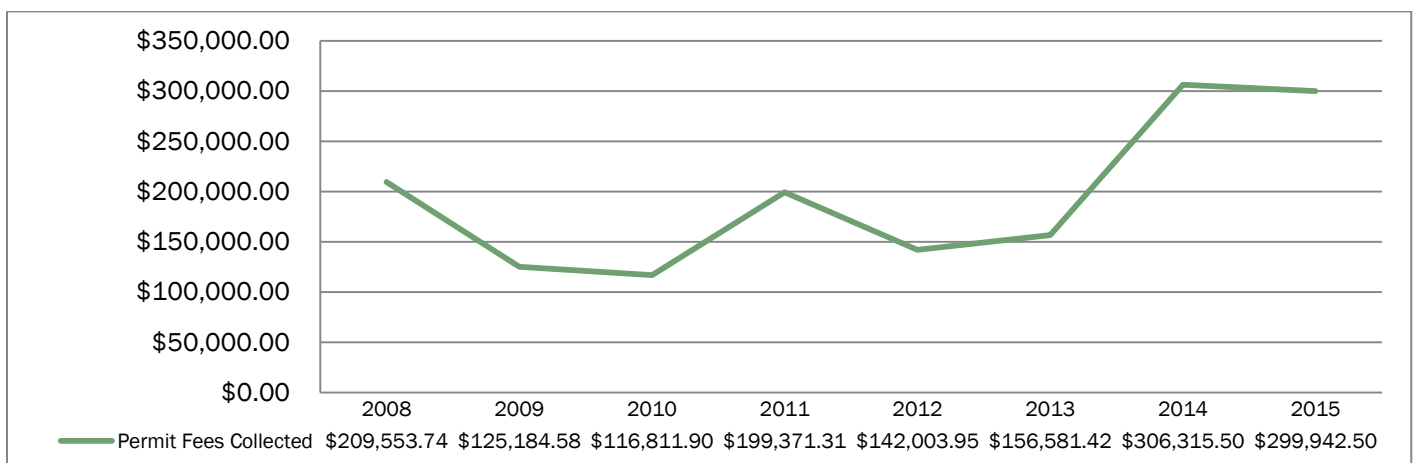
### Planning and Zoning:

There was an overall 14% decrease in planning and zoning fees collected in 2015.

Revenue Source	2015	2014	% Change
Alley/Street Closings	\$150 (1 @ \$150)	\$150 (1 @ \$150)	0%
Annexations	\$1,200 (4 @ \$300)	\$600 (2 @ \$300)	100%
Board of Adjustment Hearings	\$2,250 (9 @ \$250)	\$2,500 (10 @ \$250)	-10%
Major Subdivision - Sketch	\$600 (2 @ \$300)	\$0 (0 @ \$300)	+
Major Subdivision - Preliminary	\$600 (3 @ \$200)	\$600 (3 @ \$200)	0%
Major Subdivision - Final	\$0 (0 @ \$100)	\$400 (4 @ \$100)	-100%
Minor Subdivision	\$0 (0 @ \$150)	\$150 (1 @ \$150)	-100%
Multifamily Plan Review	\$0 (0 @ \$150)	\$150 (1 @ \$150)	-100%
Ordinance Amendments	\$250 (1 @ \$250)	\$500 (2 @ \$250)	-50%
Planned Development	\$1,485 (1 @ \$1,485)	\$150 (1 @ \$150)	890%
Rezoning Requests	\$1,250 (5 @ \$250)	\$750 (3 @ \$250)	67%
Site Plan Review - Commercial	\$8,550 (57 @ \$150)	\$10,950 (73 @ \$150)	-22%
Site Plan Review - Residential	\$8,150 (163 @ \$50)	\$11,500 (230 @ \$50)	-29%
Zoning Citation Fees	\$25 (1 @ \$25)	\$75 (3 @ \$25)	-67%
Zoning Compliance Letter	\$250 (10 @ \$25)	\$200 (8 @ \$25)	25%
<b>Fee Total</b>	<b>\$24,760</b>	<b>\$28,675</b>	<b>-14%</b>

### Inspections:

There was a 2% decrease in the amount of permit fees collected since 2014.



## Meetings Attended:

Following is a sampling of meetings attended by staff throughout 2015. Detailed descriptions of meetings attended are available in the 2015 monthly reports.

- Allies for Cherry Point's Tomorrow (ACT)
- Carteret County Electrical Contractors Association meetings (January, March, September)
- Carteret County Homebuilders meetings (March, April, August)
- Carteret Inspections Association Meeting (August)
- Marine Science and Education Partnership (MSEP) Meetings
- Local Foods Network
- Marshalberg Farm Tour
- NC Catch Meeting
- Division of Coastal Management Focus Group Meeting
- NC Railroad Company, Norfolk Southern, NCDOT Highway 70 Flooding Meeting
- Local Emergency Planning Commission Meeting

## Personnel:

### Staff Changes:

- o Ethan Brogden was hired as a Code Enforcement Officer in May.
- o Jim Taylor resigned his position as a Building Inspector III in June.
- o Grace Contreras resigned her position as Code Enforcement Officer in July.
- o John Varner was hired as a Building Inspector I in August.
- o Jeannie Vaughan was promoted to Code Enforcement Officer in November.

### Training and Education:

Planning and Inspections Division staff attended a number of classes, workshops, webinars, and training events aimed at enhancing the skills and knowledge of individual staff members. Following are lists of some of the training attended by staff members in 2015:

#### o **Ethan Brogden:**

- CAMA LPO training

#### o **Jeannie Drake:**

- CAMA LPO training

#### o **Jim Taylor:**

- FY 2014-2015 continuing education

#### o **John Varner:**

- CAMA LPO training

#### o **Robert Davis:**

- FY 2014-15 Continuing Education

#### o **Linda Staab:**

- Form-Based Codes seminar
- Stewards of the Future series

#### o **Sandi Watkins:**

- Leadership Carteret
- Form-Based Codes seminar
- NFIP Fall Workshop