

**Town of Belhaven Planning Board Meeting  
September 26, 2023 at 6PM  
257 W. Pantego Street**

**AGENDA**

**CALL TO ORDER**

**DETERMINATION OF QUORUM**

**CONFLICT OF INTEREST STATEMENT**

*"Members of the Belhaven Planning Board are advised, hereby, of their duty under the Local Government Ethics Act to avoid conflicts of interest and the appearance of such conflict; and, further, are instructed to refrain from participating in any matter coming before this Planning Board with respect to which there is a conflict of interest or appearance of such conflict".*

**ELECTION OF OFFICERS: CHAIRMAN, VICE CHAIRMAN, SECRETARY**

**OLD BUSINESS**

**NEW BUSINESS**

**1. PROPOSED ZONING AMENDMENT TO RESIDENTIAL AGRICULTURE**

Multi-family housing was inadvertently left off the list of approved uses in the RA zoning district when the new ordinance was adopted. There will be a public hearing on October 9 regarding this amendment to the zoning ordinance.

**2. Application Review for 202 East Front Street**

Beacon Street Development has issued a Special Use Application for their proposed Planned Unit Development at 202 E. Water Street. The planning board has reviewed previous submissions. This is the final proposed plan. The site plan should also be considered by the Planning Board. The Town Council will consider the site plan at its October meeting if the special use application is approved. A hearing is scheduled for the Board of Adjustment on September 28 to approve/deny the SUP request.

**3. Social District Boundary Discussion**

The Town Council will be considering the adoption of a social district at its October meeting. Proposed district boundaries will be presented to the Planning Board for a recommendation.

**REPORT FROM TOWN STAFF**

- **Belhaven Harbor Park Update**

**ADJOURNMENT**

**Meeting Date:** September 26, 2023

**Agenda Item:** Proposed Zoning Amendment to Residential Agriculture

**Background Information:**

Multi-family housing was inadvertently left off the list of approved uses in the RA zoning district when the new ordinance was adopted. There will be a public hearing on October 9 regarding this amendment to the zoning ordinance.

**Staff Recommendation:**

**Recommend approval of addition of Dwelling, multi-family to Sec. 152.111 Permitted Uses in Residential Agriculture Zoning District.**

**Motion:** \_\_\_\_\_ **2nd:** \_\_\_\_\_

**Approved or Denied:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Meeting Date:** September 26, 2023

**Agenda Item:** Beacon Street Application Review

**Background Information:**

Beacon Street Development has issued a Special Use Application for their proposed Planned Unit Development at 202 E. Water Street. The planning board has reviewed previous submissions. This is the final proposed plan.

The site plan should also be considered by the Planning Board. The Town Council will consider the site plan at its October meeting if the special use application is approved.

A hearing is scheduled for the Board of Adjustment on September 28 to approve/deny the SUP request.

The planning board may wish to recommend some conditions to the Board of Adjustment in their consideration of approval.

**Staff Recommendation:**

**Comment on/recommend approval of site plan.**

Motion: \_\_\_\_\_ 2nd: \_\_\_\_\_

Approved or Denied: \_\_\_\_\_ Date: \_\_\_\_\_

# TOWN OF BELHAVEN

Official Use Only:  
SUP CASE #  
SUP-  
DATE

REC'D SEP 5 2023



Application Fee: \$300

Modification-1 - This the language in this Application was previously approved in 2021. Tax Map References have been updated to reflect current Beaufort County information. No other changes have been made to this document.

## APPLICATION FOR A SPECIAL USE PERMIT

Please provide the following information:

Name of Applicant Beacon Street Development Co., Inc.

Address Local \_\_\_\_\_

Non-local P.O.Box 6474 Raleigh, NC 27628

Telephone Local \_\_\_\_\_ Non-local 919-795-3380

Description of property: Zoning MB Flood Zone: AE

Street address 202 East Front Street (aka Water Street)

Tax Parcel Number 7605699065&...788226 Lot/Blk 7605699065, 7605788226

Proposed use:

Residential with supporting marine facilities and optional non-residential use as allowed by MB zoning (e.g. food & beverage service, retail/service shop or office uses, inn, etc.).

In order to be granted to a Special Use Permit, the proposed use must comply with all applicable requirements set forth in the Town's Unified Development Ordinance. Additionally, following a hearing, the Town Board of Commissioners must find that all of the following standards will be met. The Applicant is encouraged to provide written answers addressing each of the following standards prior to the formal hearing. Additional information, documentation, and argument may be provided at the hearing to support your position that each of the following standards will be met. Please use additional pages if necessary, to provide complete answers.

- A. That the proposed use conforms to the character of the neighborhood, considering the location, type and height of buildings or structures and the type and extent of landscaping on the site.

The development proposed is planned in a way that will compliment the relaxed waterfront setting of the Belhaven business district. Homes and non-residential structures will be 3-stories or less in keeping with the surrounding structures. Architectural style/detailing and site landscaping will reinforce the vernacular of coastal North Carolina. All residential and non-residential uses proposed will be carefully selected to reinforce the the fabric of Belhaven. Minimum open space requirements are being met through a neighborhood walkway and linear park along the river's edge.

- B. That adequate measures will be taken to provide ingress and egress so designed as to minimize traffic hazards and traffic congestion on the public roads.

A loop street configuration for site access is planned in order to provide adequate emergency, service and vehicular access without the need for dead-end turnarounds. It is because of this loop design that vehicular trips are split among two points of ingress/egress thereby minimizing traffic at any one point within the neighborhood. Reduced width streets and alleys are sized to accommodate the largest emergency/service vehicles while reducing impervious surface areas and environmental impact. A waterfront walkway will provide access for the residents and streets will function as shared facilities.

- C. That adequate utilities (water, sewer, drainage, electric, etc.) are available for the proposed use.

The extension of sewer and water will be connected to existing Town services which currently abut the site along Water Street. The developer will continue to coordinate with Town Staff to design these facilities in keeping with Town and State of NC guidelines and specifications.

- D. That the proposed use will not be noxious or offensive by reason of vibration, noise, odor, dust, smoke or gas.

There are no uses or practices proposed that will create noxious or offensive noise, odor, dust, smoke or gas aside from normal temporary construction activities.

E. That the establishment of the proposed use will not impede the orderly development and improvement of surrounding property for uses permitted within the land development district.

The proposed development is designed to permit only uses that are compatible and compliment the surrounding properties. The setbacks proposed are in keeping with current Belhaven requirements subject to an interpretaion to allow porches and steps to encroach 10' into the Water St. setbacks. This relationship of porches to the street is in keeping with uses east of the site and within the central business district. It will encourage traffic calming and the interaction of residents and sidewalk pedestrians.

F. That the establishment, maintenance and/or operation of the proposed use will not be detrimental to or endanger the public health, safety, or general welfare.

To insure the protection of the public's health, safety and welfare the development proposes uses that help to support the nearby businesses. Home design will embrace coastal NC style. The homes will appeal to permanent and 2nd home residents alike adding year-round vitality. A reduction in impervious area, shoreline stabilization, traffic calming and a relaxed waterfront oriented setting will be an asset to Belhaven. Modifications to reqd. standards do not compromise the public health, safety or welfare.

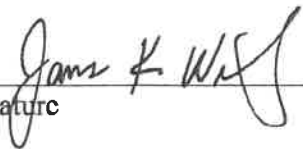
G. That the establishment will be operated in compliance with all local, state, and federal laws and will not become a nuisance by creating criminal activity or public disturbance.

All local, state and federal laws will be respected and a secure site during the construction phases will be paramount. Adequate lighting will help to prevent unsavory activities as will front porches that promote "eyes on the street". Replacement of the deteriorated bulkhead will serve to protect the site from further decay and collapse of the shoreline zones.

I certify that the information presented by me in this application is accurate to the best of my knowledge, information, and belief. I authorize the Town of Belhaven to place a sign on the property in question for the purpose of alerting the general public of my request.

**Applicant(s):**

JAMES K. WILEY, President  
Printed Name

  
Signature

8-31-2023  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

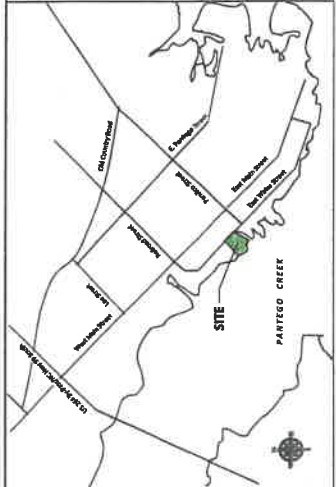
\_\_\_\_\_  
Date



# Belhaven Water Street Site

202 East Water Street - Belhaven, North Carolina  
PIN #'s 7605-69-9065, 7605-78-8226

## Marine Business Conditional Use PUD (Planned Unit Development) Site Plan Set - Modification-1 August 31, 2023



Vicinity Map  
1" = 400'

AC	ASBESTOS	AW	WATER
AD	ADDITIONAL	AW	WATER
AE	ADDITIONAL ENVIRONMENTAL CONCERN	AW	WATER
AF	ADDITIONAL FLOOR AREA	AW	WATER
AG	ADDITIONAL GRADING	AW	WATER
AH	ADDITIONAL HEIGHT	AW	WATER
AI	ADDITIONAL IMPROVEMENTS	AW	WATER
AJ	ADDITIONAL JOISTS	AW	WATER
AK	ADDITIONAL KITCHEN	AW	WATER
AL	ADDITIONAL LANDSCAPING	AW	WATER
AM	ADDITIONAL MATERIALS	AW	WATER
AN	ADDITIONAL NOTIFICATION	AW	WATER
AO	ADDITIONAL OFFICE	AW	WATER
AP	ADDITIONAL PARKING	AW	WATER
AQ	ADDITIONAL PAVING	AW	WATER
AR	ADDITIONAL RAMP	AW	WATER
AS	ADDITIONAL SIGNAGE	AW	WATER
AT	ADDITIONAL SIGNING	AW	WATER
AU	ADDITIONAL SIGNING AREA	AW	WATER
AV	ADDITIONAL SIGNING AREA	AW	WATER
AW	ADDITIONAL SIGNING AREA	AW	WATER
AX	ADDITIONAL SIGNING AREA	AW	WATER
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GX	ADDITIONAL SIGNING AREA	AW	WATER
GY	ADDITIONAL SIGNING AREA	AW	WATER
GA	ADDITIONAL SIGNING AREA	AW	WATER

OWNER/CONTRACT PURCHASER/DEVELOPER:  
Beacon Street Development Company  
Raleigh, NC 27628

P.O. Box 6474  
Raleigh, NC 27628  
Contact: Jim Willey  
Phone: (919) 785-1445  
E. Mail: jwilley@beacon-street.com

APPLICANT:  
**Scott Murray Land Planning, Inc.**  
274 Botetourt Ct. Roanoke, VA 24097  
Contact: Scott Murray  
252-213-9501  
E. Mail: smurray@slmplan.com

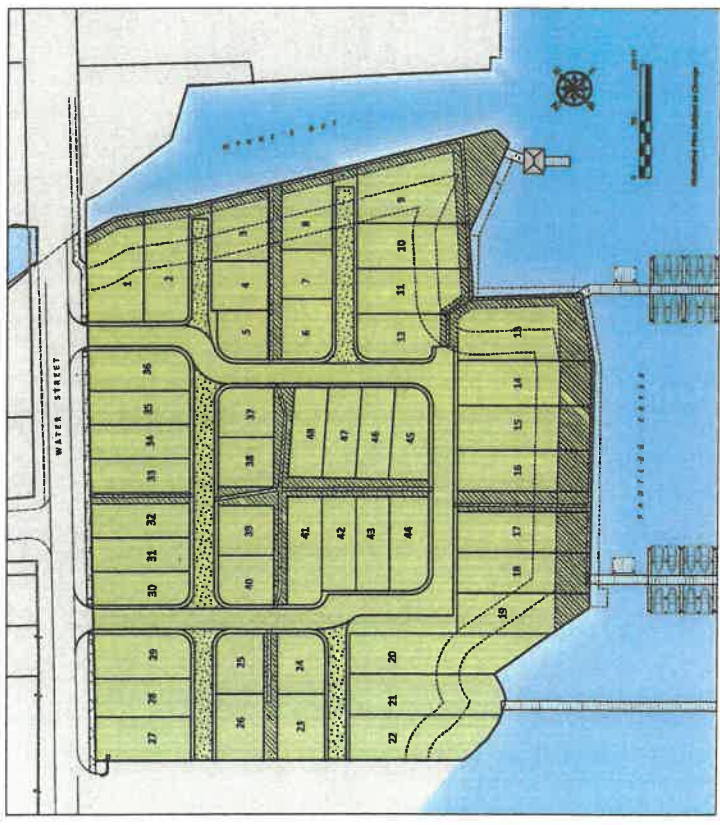
CIVIL ENGINEERING:  
**Rivers and Associates, Inc.**  
107 East Second Street Greenville, NC 27858  
Contact: Stephen Janowski  
252-752-4135  
E. Mail: sljanowski@riversandassociates.com

**Developer's Narrative:**  
The Belhaven Water Street site is unique in its character, location and juxtaposition to Main St. and the historic Belhaven town center business district. Previously the site of the hospital, the site's location is adjacent to the historic Main Street and Water Street. Economic development opportunities exist in this area, and the site's location is well suited for a variety of uses. The site is currently zoned for residential and non-residential uses. The Marine Business Zoning District allows a flexibility of uses that includes water-dependent uses (i.e. marina, boat access, etc.) as well as water-enhanced uses (i.e. inn, restaurant, bar, etc.). The site is well suited for a variety of uses, and the developer has the flexibility to adapt to market demand while keeping in contact with the long established character of Belhaven. Every opportunity to promote the balance of walkability, environmental stewardship and economic development will be considered. Future modifications to this plan will likely be necessary as market dictates.

- Proposed Code Interpretations and/or Modifications to Standards**
1. Allowed Encroachments - Porches, Any Encroach 10' into Water Street setback on Lots 1 & 27-35. Unenclosed stairs, steps and landings may encroach into all setbacks.
  2. 25' combination SS and water easement with allowed
  3. Street (primary circulation) - 10' street/25' easement
  4. 10' street/25' easement
  5. Lane serving 4 or fewer lots - 14' lane/10' easement
  6. Flag lots allowed
  7. Walkway along water's edge in lieu of internal sidewalk
  8. Modification of Sec. 152.0000 Impaired surfaces - to allow for St. Augustine surf vehicle parking areas for individual homes.

**Sheet Index**

- C0.00 Cover Sheet with Illustrative Plan
- CL.01 Preexisting Conditions Survey
- C2.01 Preliminary Plat | Subdivision Site Plan
- C3.01 Utility Plan
- C4.01 Grading and Drainage Plan
- C5.01 Erosion Control PH-1
- C5.02 Erosion Control PH-2
- C6.01 Emergency and Service Access Plan
- C7.01 Development Standards and Flexibility





Developers:  
BEACON STREET  
PO Box 6474  
Raleigh, NC 27628

Sheet Title:  
Existing  
Conditions Survey

C1.01  
of

No.	Item	Sheet Notes
6	As-built	As-built

Scott Murray Land Planning, Inc.  
263-283-2533, 253-459-2333 (Fax)  
www.smlplanning.com  
pml@scottmurray.com

Division of the seal (Surveyor). The document was prepared by the Surveyor under the supervision and control of the Surveyor. The Surveyor is not responsible for the accuracy or completeness of the information provided by the client or the information provided by the client's representatives. The Surveyor is not responsible for the accuracy or completeness of the information provided by the client or the information provided by the client's representatives. The Surveyor is not responsible for the accuracy or completeness of the information provided by the client or the information provided by the client's representatives.

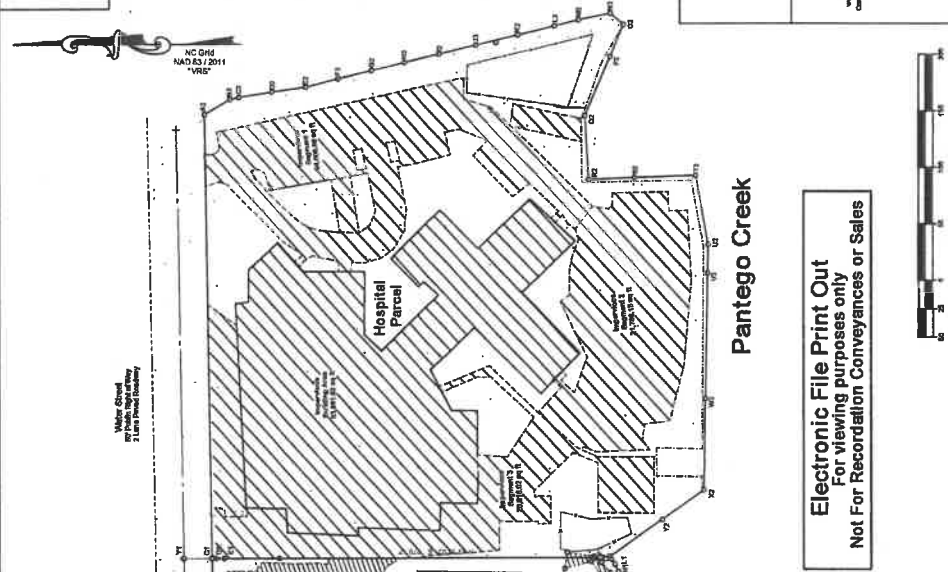
**Special Notes**

- A. This field is subject to any restrictions that may be imposed by the local government and the user of this information should verify with the appropriate authority before using this information for any purpose other than that intended.
- B. All dimensions are horizontal ground distances unless otherwise noted.
- C. All dimensions are horizontal ground distances unless otherwise noted.
- D. Underground utilities are not indicated in this survey.

**Table of Areas For Hospital Parcel**

Parcel Area = 131,222 sq ft  
Hospital Parcel Area = 10,222 sq ft  
Percentage of Parcel Area = 7.8%

Station	Distance	Bearing
1	74.89'	S 89°42'20"W
2	4.59'	N 89°42'20"W
3	13.91'	S 89°42'20"W
4	2.84'	N 89°42'20"W
5	17.49'	S 89°42'20"W
6	4.92'	N 89°42'20"W
7	12.37'	S 89°42'20"W
8	4.37'	N 89°42'20"W
9	13.29'	S 89°42'20"W
10	4.27'	N 89°42'20"W
11	13.37'	S 89°42'20"W
12	4.27'	N 89°42'20"W
13	13.29'	S 89°42'20"W
14	4.27'	N 89°42'20"W
15	13.37'	S 89°42'20"W
16	4.27'	N 89°42'20"W
17	13.29'	S 89°42'20"W
18	4.27'	N 89°42'20"W
19	13.37'	S 89°42'20"W
20	4.27'	N 89°42'20"W



**Beacon Street**  
Belhaven, L.L.C.  
Town of Belhaven  
Created August 23, 2023  
Survey No. 2023-0007

**Surrell Land Surveying, Inc.**  
101 Main Street, Suite 101, Wadesboro, NC  
28596  
Telephone: (252) 464-7500  
www.surrellsurveying.com

**Electronic File Print Out**  
For viewing purposes only  
Not For Recordation Conveyances or Sales

**Legend**

- Existing Building Footprint
- Proposed Building Footprint
- Proposed Access Easement
- Proposed Right-of-Way
- Proposed Roadway
- Proposed Easement
- Proposed Right-of-Way
- Proposed Easement
- Proposed Right-of-Way
- Proposed Easement

**Surveyors Certificate & Parcel Status**

I, **[Name]**, a duly Licensed Professional Land Surveyor in the State of North Carolina, do hereby certify that this survey was conducted in accordance with the laws and regulations of the State of North Carolina and the rules and regulations of the Board of Geomatics Engineering and Surveying. This survey was conducted on **[Date]** and the information herein is true and correct to the best of my knowledge and belief. The survey was conducted in accordance with the laws and regulations of the State of North Carolina and the rules and regulations of the Board of Geomatics Engineering and Surveying.

**Notes & Bounds of Hospital Parcel**

Station	Distance	Bearing
1	74.89'	S 89°42'20"W
2	4.59'	N 89°42'20"W
3	13.91'	S 89°42'20"W
4	2.84'	N 89°42'20"W
5	17.49'	S 89°42'20"W
6	4.92'	N 89°42'20"W
7	12.37'	S 89°42'20"W
8	4.37'	N 89°42'20"W
9	13.29'	S 89°42'20"W
10	4.27'	N 89°42'20"W
11	13.37'	S 89°42'20"W
12	4.27'	N 89°42'20"W
13	13.29'	S 89°42'20"W
14	4.27'	N 89°42'20"W
15	13.37'	S 89°42'20"W
16	4.27'	N 89°42'20"W
17	13.29'	S 89°42'20"W
18	4.27'	N 89°42'20"W
19	13.37'	S 89°42'20"W
20	4.27'	N 89°42'20"W

**Vicinity Map**

**Proposed Surface Area For Hospital Parcel**

Parcel Area = 10,222 sq ft  
Hospital Parcel Area = 10,222 sq ft  
Percentage of Parcel Area = 7.8%





**Rivers & Associates, Inc.**  
 107 East Second Street  
 Greensboro, NC 27401  
 (336) 792-4135  
 Landscaping Services

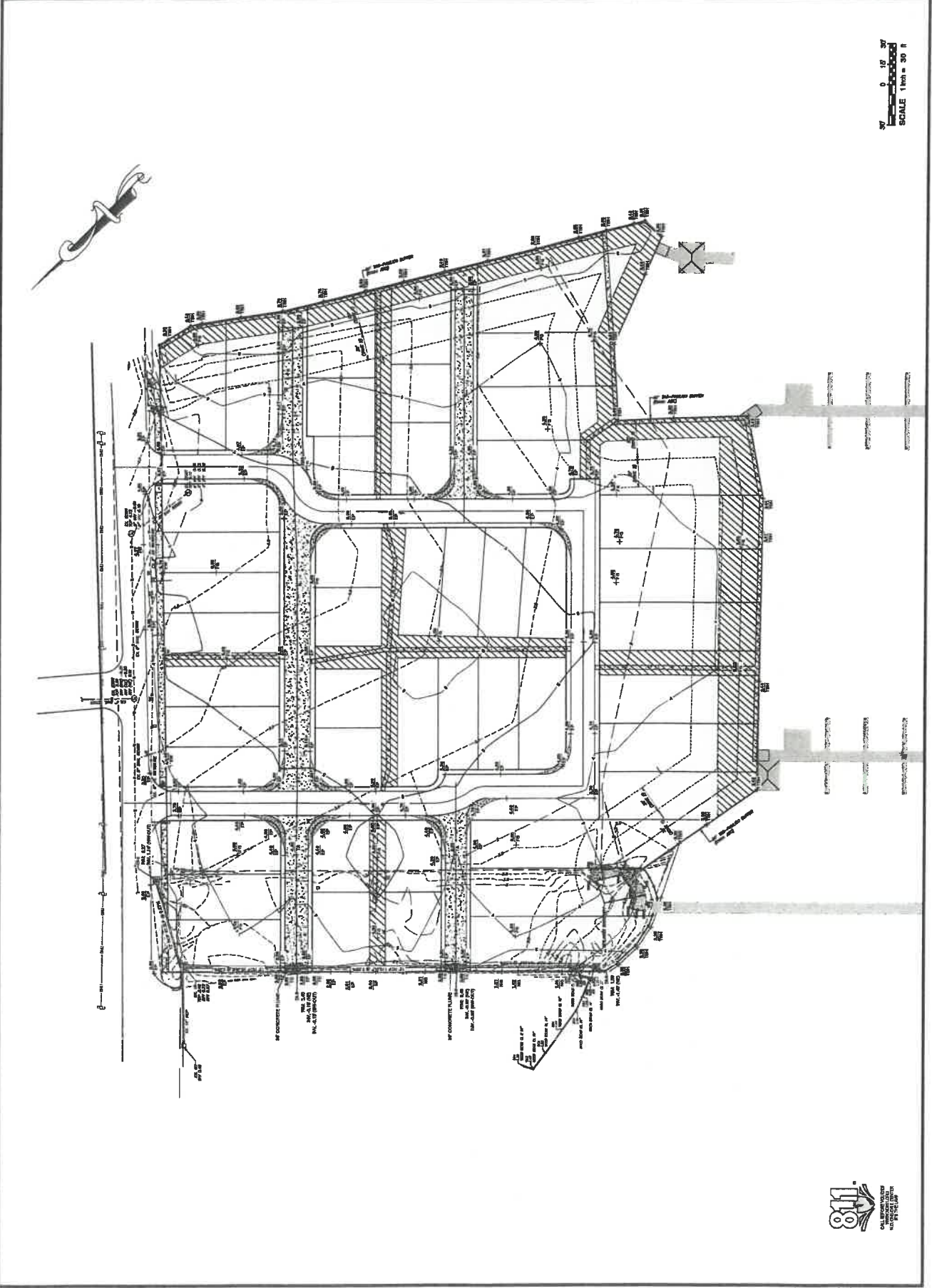
**Preliminary**  
 FOR CONSTRUCTION  
 DO NOT SCALE

NO.	DESCRIPTION	DATE	BY

**BEACON STREET DEVELOPMENT COMPANY, INC.**  
**WATER STREET SUBDIVISION**  
 TOWN OF BEAUVEN - BEAUFORT COUNTY - NORTH CAROLINA  
**GRADING & DRAINAGE PLAN**

DATE: 05/11/2023  
 DRAWN BY: JCH  
 CHECKED BY: JCH  
 PROJECT NO.: 201190002.1  
 DRAWING NO.: VA-3867  
 SCALE: 1" = 30'  
 SHEET NO.: 1 OF 1

**C4.01**



**Rivers & Associates, Inc.**  
 107 East Second Street  
 Greensboro, NC 27401  
 (336) 792-4135

C5-01

DATE: 11/15/2017  
 DRAWN BY: [Name]  
 CHECKED BY: [Name]  
 PROJECT NO.: 2017-0003  
 SHEET NO.: 11 of 117

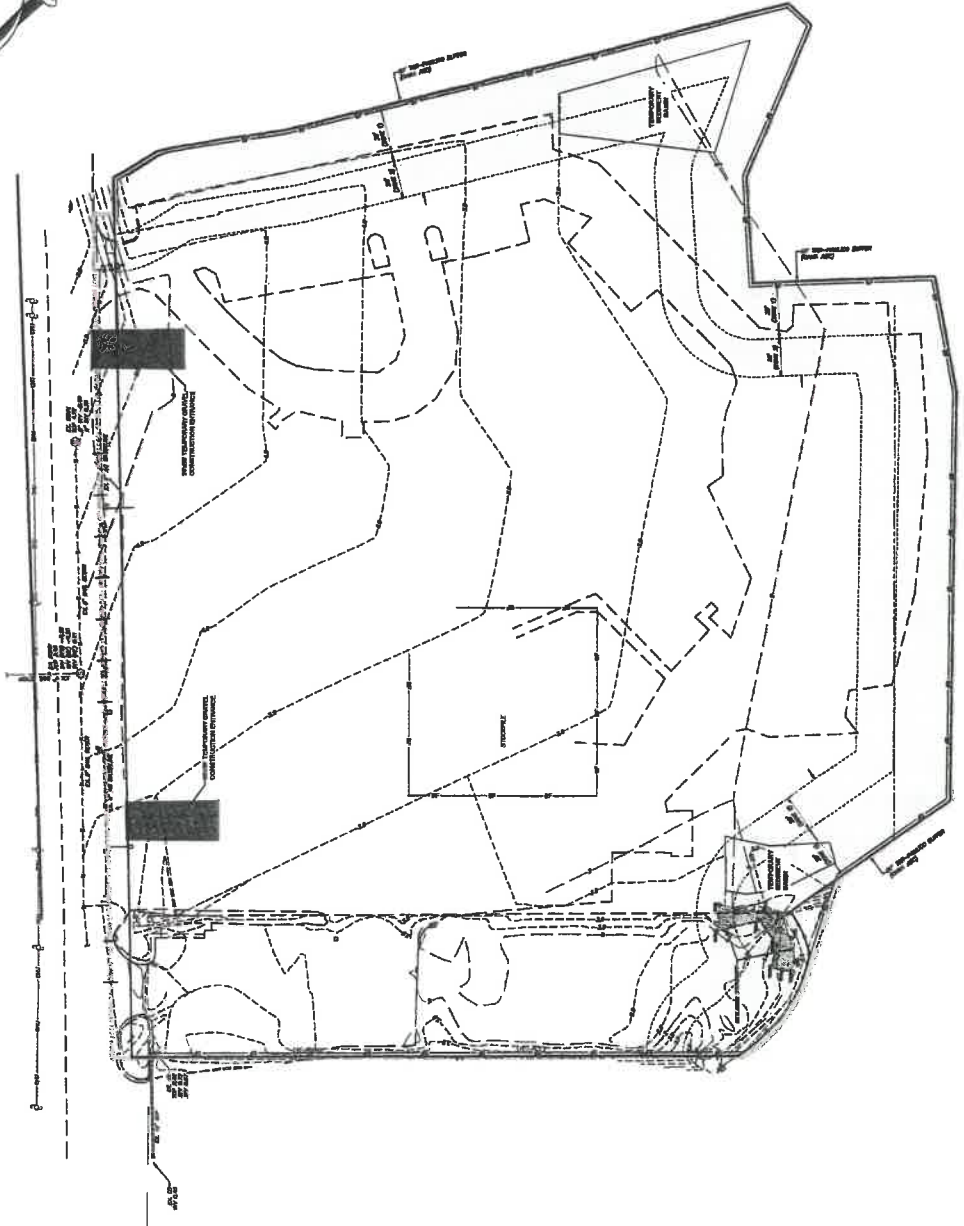
BEACON STREET DEVELOPMENT COMPANY, INC.  
**WATER STREET SUBDIVISION**  
 TOWN OF BEHAVEN - BEAUFORT COUNTY - NORTH CAROLINA  
**EROSION CONTROL PLAN PH-1**

NO.	REVISION	DATE

**Preliminary**  
 FOR CONSTRUCTION

**Rivers**  
 ENGINEERS & ARCHITECTS, INC.  
 107 East Second Street  
 Beaufort, NC 27526  
 (252) 732-4135

SCALE: 1" = 30' F  
 0 10 20 30



THIS PLAN IS THE PROPERTY OF RIVERS ENGINEERS & ARCHITECTS, INC. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. ANY REUSE OR MODIFICATION OF THIS PLAN WITHOUT THE WRITTEN CONSENT OF RIVERS ENGINEERS & ARCHITECTS, INC. IS STRICTLY PROHIBITED.



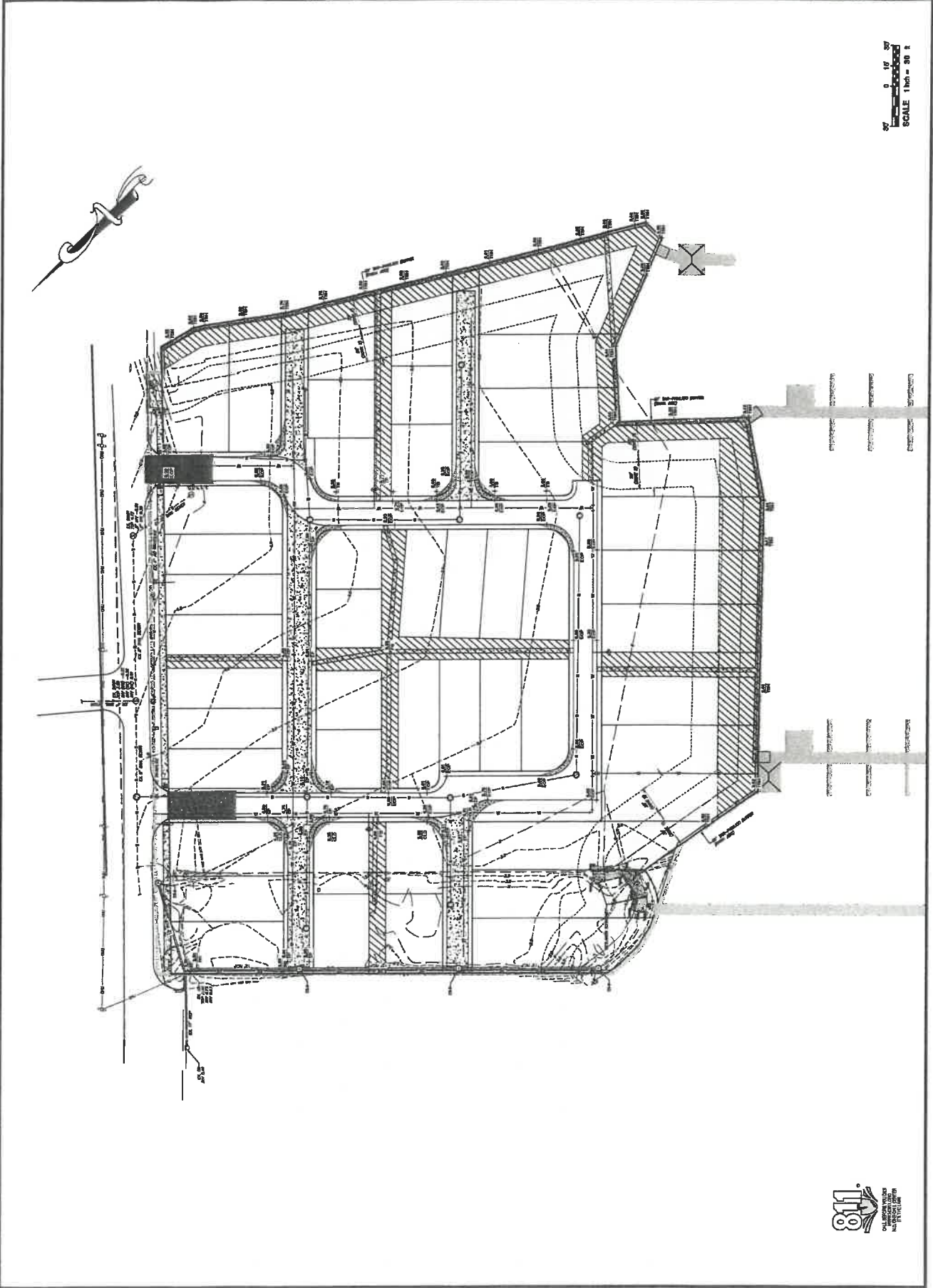
**Preliminary**  
 FOR CONSTRUCTION  
 DO NOT CONSTRUCT

NO.	DATE	DESCRIPTION

**BEAON STREET DEVELOPMENT COMPANY, INC.**  
**WATER STREET SUBDIVISION**  
 TOWN OF SCLAVEN - BEAUFORT COUNTY - NORTH CAROLINA  
**EROSION CONTROL PLAN PH-2**

DATE: 05/20/24  
 DRAWN BY: JH  
 CHECKED BY: JH  
 PROJECT NO.: 20190025.1  
 DRAWING NO.: W-20057  
 SHEET NO.: 1 of 307  
 SCALE: 1" = 50'

**C5.02**

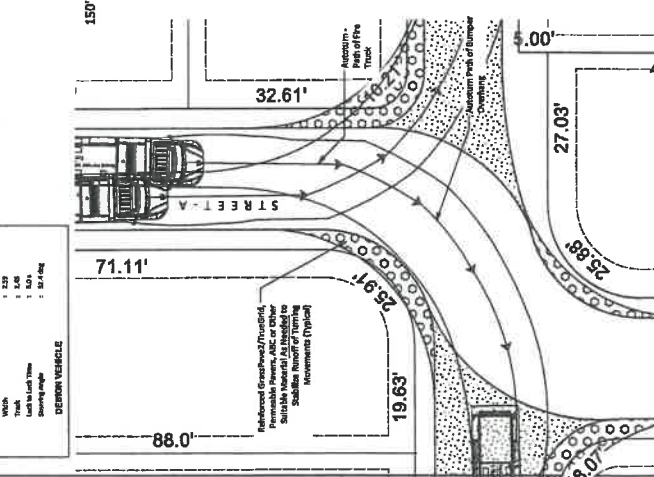
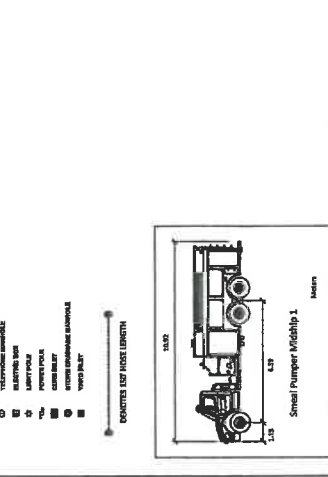
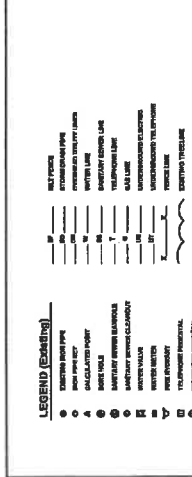
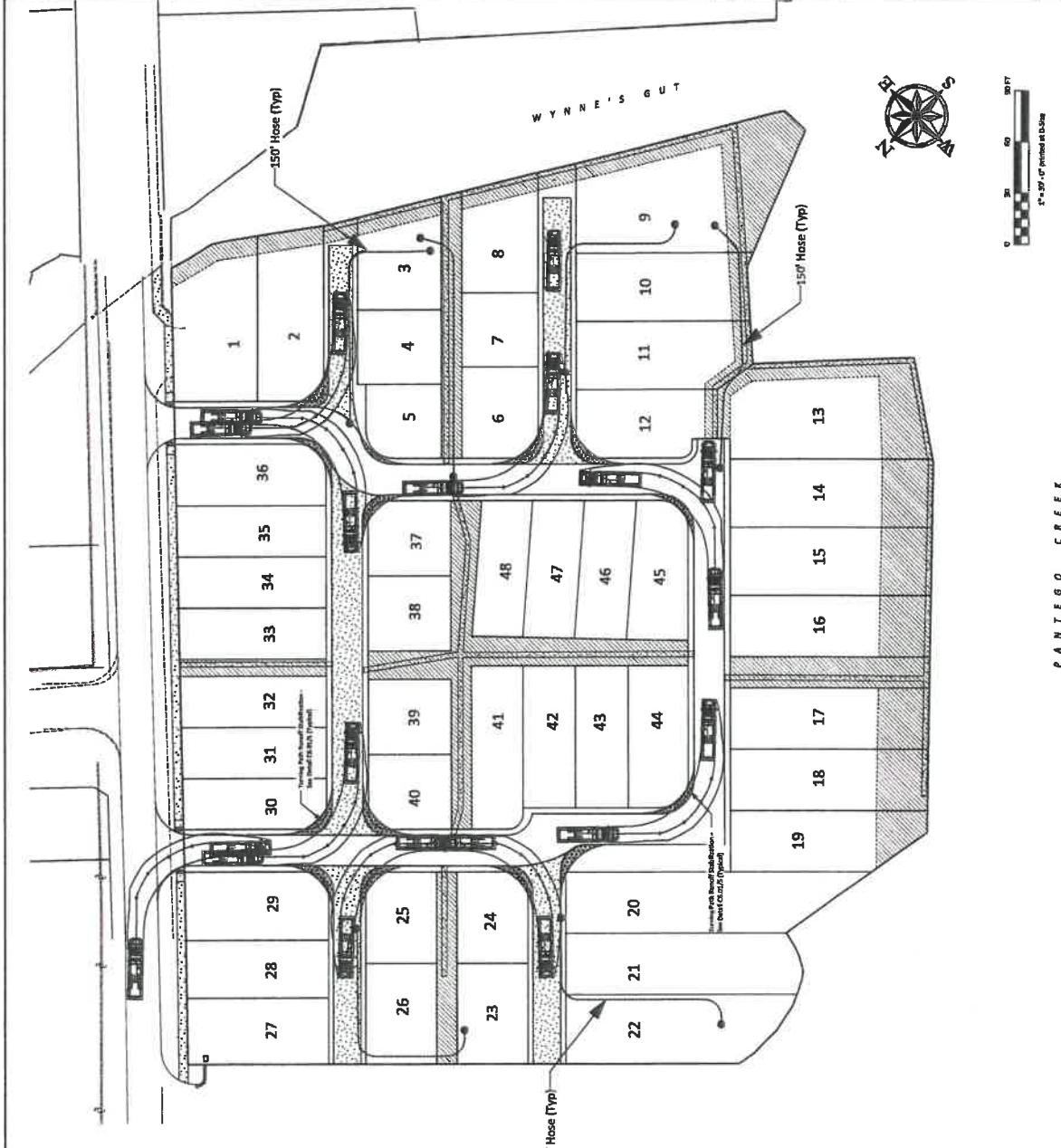


No.	Date	Description of Change
1	3-13-2025	Correction of Error

No.	Date	Description of Change
1	3-13-2025	Correction of Error

**Design Firm:**  
Scott Murray Land Surveying, Inc.  
10000 W. 10th Street, Suite 100  
Fort Worth, TX 76132  
Phone: 817-435-1000 | Fax: 817-435-1001  
www.scottmurray.com

**Scale:** 1" = 30'-0"  
**Date:** 3-13-2025  
**Drawn & Checked by:** SMV  
**Sheet:** C6.01 of



## **ARTICLE VIII. MARINE BUSINESS DISTRICT (MB)**

### **152.070 DISTRICT DESCRIPTION**

The purpose of this district is to provide for the orderly development of residential and commercial properties that require a waterfront location or are related to, or serve, marine interests.

### **152.071 PERMITTED USES**

- (1) Accessory uses;
- (2) Marine supply sales;
- (3) Public recreational facilities;
- (4) Public utility facilities;
- (5) Restaurants;
- (6) Wharves, docks, and piers,
- (7) Yacht clubs and marinas.

### **152.072 SPECIAL USES**

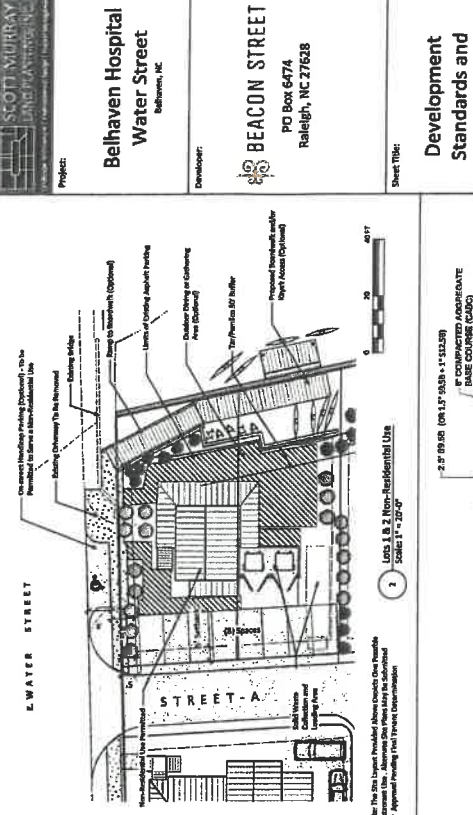
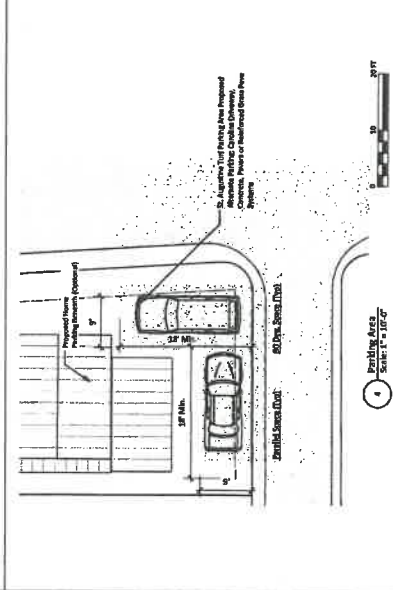
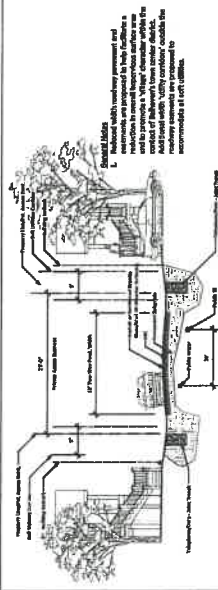
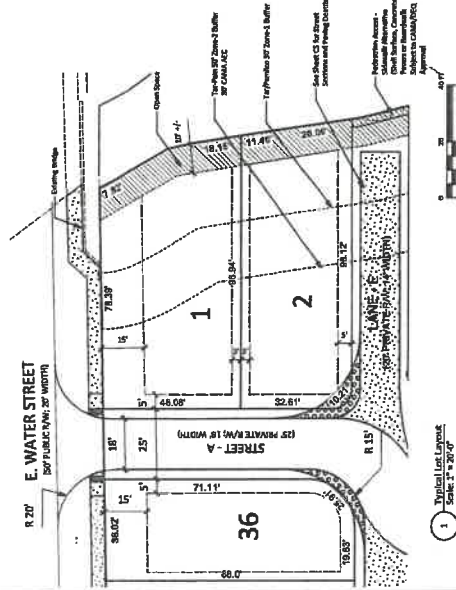
- (1) Bed and breakfast inn or tourist home;
- (2) Boatyards including boat building and repairs;
- (3) Boat and motor display and sales;
- (4) Churches and related uses;
- (5) Colleges, universities and related uses;
- (6) Dwellings, single-family;
- (7) Dwellings, two-family;
- (8) Dwellings, multi-family;
- (9) Retail sales;
- (10) Hotels;
- (11) Marine Fuel storage and sales;
- (12) Cultural or community facility;
- (13) Planned Unit Development (PUD);
- (14) Short Term Rental;
- (15) Youth Activities
- (16) Accessory Dwelling unit (ADU).



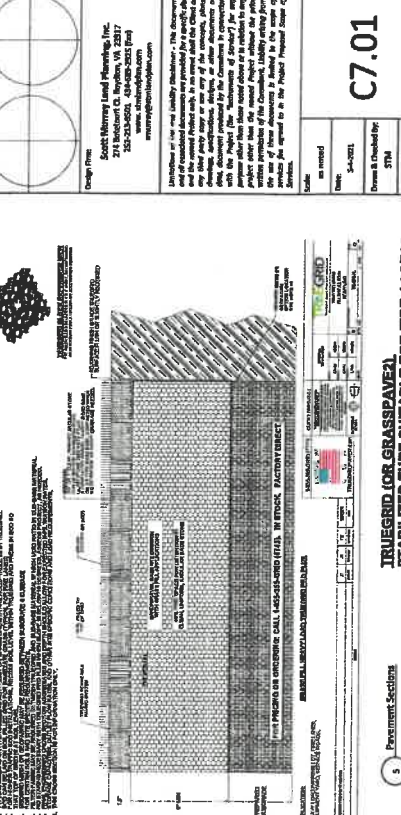
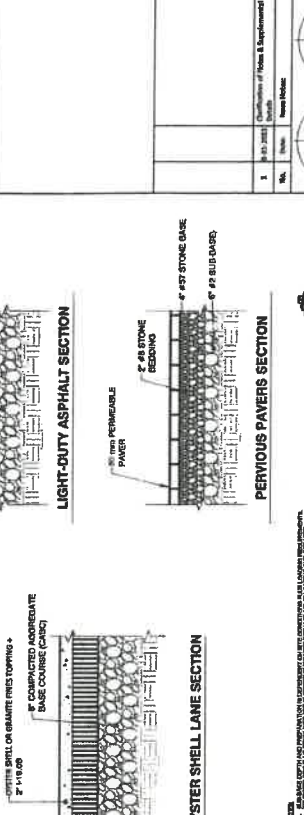
**Development Standards and Zoning Flexibility Proposed**

Due to the unique conditions of this project area, alternate development standards and zoning flexibility are proposed for this project. The following standards are intended to ensure that the project area is developed in a manner that is consistent with the surrounding area and contributes to the overall appearance and function of the area. These standards are intended to be more flexible than the minimum standards and are intended to be more consistent with the surrounding area and the project's goals.

- Minimum Development Standards Proposed (Alternate standards to Subdivision Ordinance Requirements)**
1. Private Streets - 25' private access easement; 18' all-weather surfaces.
  2. Long configuration or turnaround is required to accommodate fire emergency services access per NC Fire Code as determined by an Authority Having Jurisdiction with jurisdiction.
  3. Private Driveways (6' wide on-land) - 20' x 20' easement; 18' x 18' all-weather surfaces.
  4. Private Driveways - 25' easement; 18' x 18' all-weather surfaces.
  5. Each Utility Conduit - 6" minimum diameter for all utility conduits within 6" of the centerline. Utilities located within public right-of-way shall be installed within the public utility easement.
  6. Minimum requirements for the separation of public sewer and water may be utilized as allowed by NC Code.
  7. Modification of Sec. 302.10000 (Unpaved surfaces) - allow for turf vehicle parking areas for individual homes. Private parking areas may utilize S.E. Argentine surf, crushed driveway, reinforced grass pavement or other permeable pavement systems.
  8. The area shall be furnished with 15' min. frontage (120' min. frontage if a shared driveway easement is provided).



**Development Standards and Flexibility**



**Belhaven Hospital**  
Water Street  
Raleigh, NC

**BEACON STREET**  
PO Box 6474  
Raleigh, NC 27628

**C7.01**

Sheet No. 7 of 7



Meeting Date: September 26, 2023

Agenda Item: Social District Boundary Discussion

**Background Information:**

The Town Council will be considering adoption of a social district at the October meeting. One of the items that has to be voted on will be the district boundary.

A proposed boundary is attached to this worksheet.

**Staff Recommendation:**

Recommend boundaries of E. Bay Street to Water Street including Belhaven Harbor Park and Belhaven Marina, East to the Alley between Main and Water Street, West to Allen Street, including Main Street between Allen and Pamlico Streets.

Motion: \_\_\_\_\_ 2nd: \_\_\_\_\_

Approved or Denied: \_\_\_\_\_ Date: \_\_\_\_\_

