



Development Services
303 1st Street, P.O. Box 1129
New Bern, NC 28563-1129
(252)639-7581

April 27, 2017

TO: New Bern Planning & Zoning Board Members
FROM: Morgan C. Jethro, City Planner
RE: Regular Meeting of Planning and Zoning Board
DATE & TIME: Tuesday, May 2, 2017– 6:00 PM
PLACE: 303 First Street, Development Services Conference Room

AGENDA

1. Roll Call
2. Approval of Minutes
3. New Business
 - A. Consideration of a Residential Density Bonus request by Laurel Street Residential/Gaston Boulevard Senior Housing for 80 units.
 - B. Proposed Ad Hoc Committee; “Subdivision/PUD Ingress & Egress Improvements”
4. Adjourn

***Individuals with disabilities requiring special assistance should call 639-7501
no later than 3:00 p.m. on the day of the meeting.***

Everything comes together here.

1 **Minutes of the New Bern Planning & Zoning Board**
2 **April 4, 2017**

3
4 The regular meeting of the New Bern Planning & Zoning Board was held in the City Hall
5 Courtroom, 300 Pollock Street, on Tuesday, April 4, 2017 at 6:00 PM.
6

7 **Members present:** Mr. Raymond Layton, Chair
8 Mr. Barry Evans, Vice-Chair
9 Ms. Carol Williams
10 Mr. Willie Newkirk, Sr.
11 Mr. Sonny Aluzzo
12 Mr. Jeffrey Midgett
13 Mr. Don Black
14

15 **Members absent:**

16
17 **Members excused:** Mr. Jimmy Dillahunt
18 Mr. Jerry Walker
19 Mr. Haron Beatty
20

21 **Staff present:** Ms. Morgan Jethro, City Planner
22 Mr. Bradleigh Sceviour
23

24 Chair Layton called the meeting to order.
25

26 Roll call was taken and a quorum declared. Chair Layton noted that the following items would
27 be removed from the agenda: “Article XXII: “Design Guidelines and Performance Standards—
28 Glenburnie Road Corridor”, Section 15-464 (b) (2): Standards; addition of Aluminum Composite
29 Material; Article XXII: “Design Guidelines and Performance Standards—Neuse Boulevard
30 Corridor”, Section 15-465 (b) (1): Sheathing Materials; addition of Aluminum Composite
31 Material” at the request of staff and that they may be brought before the board at another time.
32

33 **Minutes:** The minutes from the March 2017 meeting was approved with a motion that
34 began with Mr. Evans and seconded by Mr. Aluzzo. The motion carried
35 unanimously.
36

37 **New Business:**

38 **A. Consideration of a request by Cella Ford (Stephen Cella) to amend the City**
39 **Land Use Ordinance articles: Article XXII: “Design Guidelines and**
40 **Performance Standards—U.S. Highway 17/Dr. Martin Luther King Jr.**
41 **Boulevard Corridor”, Section 15-466 (b) (2): Sheathing Materials.**
42

43 **Staff Comments:**

44 Staff Jethro gave a briefing on the proposed land use ordinance amendment. She stated that the
45 application was submitted by Mr. Stephen Cella of Cella Ford, and the applicant requested to add
46 Aluminum Composite Material (ACM) as a permitted sheathing materials within the U.S.
47 Highway 17/Dr. Martin Luther King Jr. Boulevard Corridor. She stated that Aluminum

Composite Material (ACM) is a type of “sandwich panel” consisting of two thin aluminum sheets bonded to a non-aluminum core, and are utilized as a building façade material. The “sandwich panel” achieves mechanical performance with minimal weight to the façade of the building.

Applicant Comment: Mr. Stephen Cella of Cella Ford was present to represent the application, and provided samples of the ACM for the Board to see, and an example of a Ford Dealership that utilizes the ACM material for visual reference. He stated that they were requesting to use architectural aluminum across the façade of the building as part of a branding effort by the Ford Motor Company. He noted that dealerships in Morehead City, Wilson, Goldsboro and Greenville had recently been renovated and used the material upon their front facades. He stated their goal was not to build a metal building, but to construct a building that used architectural aluminum on the façade. He thanked Development Services staff for their cooperation to assist him in working around the parameters of the Ordinance; however the Ordinance has not been updated since the 90’s and ACM wasn’t utilized widely at that time. He stated the material would not disrespect the corridor when entering the City of New Bern and that flexibility would assist in promoting business and national chains. He also noted that another local company, which he would not specify the name of, has the intentions in the future of utilizing the same ACM material upon their front façade as well. He reminded the board that the building would still be a brick and mortar building, but the architectural aluminum would be a sheathing material

Board Discussion: Chair Layton commented that the material was common in franchise architecture. Chair Layton reminded the board that the definition of Aluminum Composite Material (ACM) would be discussed in a separate motion, and that the definition was a request by City staff. Mr. Aluzzo asked if there should be a required distance from the street due to sun reflection. Staff Jethro responded that Staff has heard concerns from the public relating to the safety and appearance of aluminum upon the façade of a building due to its Light Reflectance Value. Fortunately, there is already a mechanism in place to address that concern. The Section 15-466 (b)(3) of the Land Use Ordinance states, “no more than 60 percent of the facade of any principal building facing the highway corridor should be of glass or other reflective Material”.

She also noted that in addition, Section 15-461 (a) states, “Colors. The exterior color finish of all buildings, excluding single family dwellings and duplexes shall be of low reflectance. High intensity colors, such as fluorescent colors, shall be prohibited. Black and metallic colors are prohibited when used on more than twenty five percent (25%) of any one exterior wall surface.”

Applicant Comment: Mr. Cella asked if that meant that no more than 60% of the material may be utilized on the front façade under the present ordinance. She stated that no more than 60% of the building facing the U.S. Highway 17/Dr. Martin Luther King Jr. Boulevard Corridor could consist of reflective materials and that it would depend upon the material’s reflectivity. Mr. Cella commented that the panels do not reflect and that it can be seen in the Ford Dealership location in Morehead City, and they intend to place it along the entire front. He stated that they would like to use the word “architectural aluminum” because of the variance of the material and that ACM is too narrow of a description.

Board Discussion: Chair Layton noted that the board was not rendering a decision on his application in particular. He also commented that it would be helpful to staff to include a Solar Reflectance Index (SRI) of the material. Mr. Newkirk inquired if there was a building in the area

that used similar materials upon it. Cella responded Lookout Ford in Morehead City has renovated their location within the past year and used the ACM material, and that Goldsboro and Greenville were almost finished with their renovations. Chair Layton commented the same material was used at the Honda dealership in New Bern and the Toyota dealership, and that it was very common for automotive dealerships. Mr. Newkirk asked if the Toyota Dealership in Greenville used the same material; Chair Layton said he was not sure.

Applicant Comment: Mr. Cella commented that he intended the use the lower left example he brought to the board as an example, and it was a silver color that was similar in the rendering, and to the right of the rendering they intend to use a darker color material.

Chair Layton opened the floor for public comment. There being none, he closed the floor for public comment and called for a motion.

Motion: Mr. Aluzzo made a motion to recommend the approval of adding “Aluminum Composite Material” within Article XXII: “Design Guidelines and Performance Standards—U.S. Highway 17/Dr. Martin Luther King Jr. Boulevard Corridor”, Section 15-466 (b) (2): Sheathing Materials, as presented by staff. Mr. Evans seconded the motion. The motion passed unanimously (7-0).

B. Consideration of a request by the City of New Bern to amend the City Land Use Ordinance articles:

- a) **Article II: “Definitions”, Section 15-15, Definitions, addition of Aluminum Composite Material (ACM) Article IV: “Permits & Final Plat Approval”, Section 15-82, Protection Against Defects;**
- b) **Article IV: “Permits & Final Plat Approval”, Section 15-86, Planned Unit Developments Established;**
- c) **Article VI: “Hearing Procedures for Appeals and Applications”, Hearing required on appeals and applications;**
- d) **Article VI: “Hearing Procedures for Appeals and Applications”, Subpoenas**

Staff Comments: Staff Jethro gave a briefing on the proposed land use ordinance amendments, and noted that staff requested the addition of “Aluminum Composite Material”, and that the other edits are housekeeping measures for Municode.

Board Discussion: Chair Layton called for a vote to approve the Land Use Ordinance Amendments with one motion. Mr. Evans made a motion to accept the proposed amendments as presented by staff. The motion was seconded by Mr. Aluzzo. The motion passed unanimously.

With no further business to discuss, the meeting was adjourned with a motion made by Mr. Aluzzo and seconded by Mr. Evans.

Raymond Layton, Chair

Morgan Jethro, Clerk



April 27, 2017

MEMO TO: Planning and Zoning Board

FROM: Morgan Jethro, AICP
City Planner

SUBJECT: Density Bonus Request by Laurel Street Residential for Gaston Boulevard Senior Housing Located on Gaston Boulevard

Laurel Street Residential requests that the Planning and Zoning Board review a density bonus request for Gaston Boulevard Senior Housing, consisting of 80 units, all of which are designated as low to moderate income. Their request is for a 25% density bonus, rather than the maximum allowable 30% density bonus. According to Section 15-183, (b) The Planning and Zoning board shall review the site plan using the procedures specified in "Site Plan Submission Requirements", and submit a written advisory report to the Board of Adjustment.

The Departmental Site Plan Review Committee reviewed plans for the proposed project at its March 17, 2017 meeting and found that all technical and legal requirements have been satisfied. In addition, staff has determined that the request is in compliance with the requirements of the Land Use Ordinance. Please contact me at 639-7583 should you have questions or need additional information.

Attachments



SITE LOCATION MAP NOT TO SCALE

GENERAL SITE NOTES:

DEVELOPMENT SERVICES

- SIGN AND BUILDING PERMITS REQUIRED FOR ALL EXTERIOR SIGNS.
- CITY RIGHT OF WAY WILL BE MAINTAINED TO THE NORTHERN EDGE OF THE ROUNDABOUT TO ALLOW FOR CONTINUED ACCESS TO PARCEL 8-012-013 BY MEANS OF PUBLIC RIGHT OF WAY.

WATER RESOURCES/ENGINEERING:

- WATER AND SEWER CAPITAL RECOVERY AND CONNECTION FEES WILL BE REQUIRED FOR THE PROPOSED PROJECT.
- THE PROPOSED SEWER LINES ON THE SITE WILL BE PRIVATE SERVICE LINES. THE CITY'S POINT OF CONNECTION WILL BE AT CLEAN-OUT(S) ESTABLISHED ALONG THE RIGHT-OF-WAY OF NEUSE BOULEVARD.
- THE PROPOSED FIRE LINE WILL BE A PRIVATE LINE. THE CITY'S POINT OF CONNECTION WILL BE A GATE VALVE PLACED ALONG THE RIGHT-OF-WAY OF NEUSE BOULEVARD.
- ALL PROPOSED FIRE HYDRANTS SHALL BE PROVIDED WITH INTEGRAL "STROZ" CONNECTOR ON THE PUMPER NOZZLE.
- ALL WATER AND SEWER CONNECTIONS SHALL BE IN COMPLIANCE WITH THE "CITY OF NEW BERN WATER & SEWER DESIGN STANDARDS".

PUBLIC WORKS:

- ALL REFUSE COLLECTION TO BE PROVIDED BY THE CITY OF NEW BERN.
- ALL STORMWATER ON-SITE IS PRIVATE.

ELECTRICAL:

- ELECTRIC SERVICE SHALL BE SUPPLIED BY THE CITY OF NEW BERN.
- DEVELOPER SHALL INSTALL CONDUIT ACROSS ALL ROADS AND WETLANDS AS REQUIRED BY NEW BERN ELECTRIC DEPARTMENT.
- STANDARD STREET LIGHTS SHALL BE INSTALLED AND SHALL BE BILLED TO THE DEVELOPER UNTIL THE CNB ACCEPTS STREETS FOR MAINTENANCE.

INSPECTIONS:

- A TEMPORARY SERVICE POLE WILL BE REQUIRED FOR CONSTRUCTION.
- A SEPARATE BUILDING PERMIT WILL BE REQUIRED FOR THE CONSTRUCTION TRAILER.
- AN ELECTRICAL PERMIT WILL BE REQUIRED FOR THE CONSTRUCTION TRAILER.

FIRE:

- FDC SHALL BE 5" STROZ REMOTELY LOCATED WITHIN 25' OF A FIRE HYDRANT IF SYSTEM IS NFPA 13 SYSTEM OR IF A NFPA 13R SYSTEM IS ALLOWED A MINIMAL OF 2.5" FDC IS REQUIRED AND CAN BE MOUNTED ON THE BUILDING.

DENSITY BONUS SUBMITTAL
GASTON BOULEVARD SENIOR APARTMENTS
731 THIRD AVENUE
NEW BERN, NC

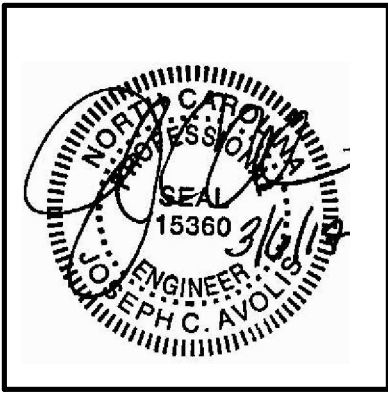
INDEX OF DRAWINGS

SHEET NO.	TITLE
CS	COVER SHEET
C1	PROJECT AREA WITH DENSITY BONUS
C2	PROJECT AREA AS ORIGINALLY APPROVED

CIVIL LEGEND		
EXISTING	DESCRIPTION	NEW
	WATER VALVE	
	SANITARY SEWER MANHOLE	
	SANITARY SEWER CLEANOUT	
	STORM DRAIN DROP INLET	
	FIRE HYDRANT	
	COMMUNICATIONS PEDESTAL	
	UTILITY POLE/POLE WITH LIGHT	
	GUY WIRE	
	DITCH/SWALE CENTERLINE	
	SANITARY SEWER (GRAVITY)	
	STORM SEWER	
	DOMESTIC WATER	
	OVERHEAD ELECTRICAL	
	FENCE	
	CONCRETE	
	ASPHALT	
	GRAVEL	
	SURVEY CONTROL POINT	
	SPOT ELEVATIONS	
	CONTOUR LINES	
	TREE	
	TREE LINE / CLEARING LIMIT	
	SILT FENCE	
	SOURCE/DESTINATION UNKNOWN	
	SIGN	
	CHECK DAM	
	DEMOLITION ITEMS	

ABBREVIATIONS	
A/C	CLIMATE CONTROL EQUIPMENT
APPROX.	APPROXIMATE/APPROXIMATELY
CI	CAST IRON (PIPE)
CL, C/L	CENTER LINE
COMM.	TELECOMMUNICATIONS
CONC.	CONCRETE
CMP	CORRUGATED METAL PIPE
CPP	CORRUGATED PLASTIC PIPE
DB	DECIBEL(S)
DIA	DIAMETER
EL., ELEV	ELEVATION
E.	EASTING
ETC.	ET CETERA
EX., EXIST.	EXISTING
FES	FLARED END SECTION
GEN.	PAD-MOUNTED GENERATOR
H/C	WHEELCHAIR ACCESSIBLE
INV	INVERT
LF	LINEAR FOOT/FEET
MAX	MAXIMUM
MIN	MINIMUM
N.	NORTHING
NCESC	NORTH CAROLINA EROSION AND SEDIMENT CONTROL
NCDOT	NORTH CAROLINA DEPARTMENT OF TRANSPORTATION
O.C.	ON CENTER
PVC	POLYVINYLCHLORIDE (PIPE)
RCP	REINFORCED CONCRETE PIPE
R/W	(ROAD) RIGHT-OF-WAY
SMH	SANITARY SEWER MANHOLE
TBM	TEMPORARY BENCHMARK
TYP	TYPICAL
XFMR	(ELECTRIC) TRANSFORMER
&	AND
±	PLUS OR MINUS
%	PERCENT

SITE DATA:
TOTAL SITE AREA: 3.043 Ac OWNER: 724 OAK STREET, LLC PO BOX 40356 WASHINGTON, DC 20016
DEVELOPER: LAUREL STREET RESIDENTIAL 511 EAST BOULEVARD CHARLOTTE, NC 28203 (704) 561-5234
TOTAL # LOTS: 1 SITE ZONING: R6 MINIMUM REQUIRED LOT SIZE=6,000 SF MINIMUM REQUIRED LOT WIDTH=60' NUMBER OF UNITS = 42 EACH 1 BEDROOM, 38 EACH 2 BEDROOM USE TYPES: MULTI-FAMILY, USE CODE 1.300 RESIDENTIAL DENSITY: 6,000 SF 1ST UNIT, 2,000 SF EACH ADDITIONAL UNIT SITE ADDRESS: 731 THIRD AVENUE NEW BERN, NC
DEED BOOK/PAGE: 3256/0448 BUILDING FOOTPRINT AREAS: 29,030 SF BUILDING TOTAL SQUARE FOOTAGE: 87,090 SF BUILDING HEIGHT: 30' (EAVE) (3 STORY) % OF BUILT-UPON AREA (BUILDINGS): 20.5% MINIMUM BUILDING SETBACKS: FRONT YARD: 25 FEET BACK YARD: 25 FEET SIDE YARD: 8 FEET
PARKING SPACES REQUIRED = 80 PARKING SPACES PROVIDED = 80 ACCESSIBLE SPACES REQUIRED = 4 ACCESSIBLE SPACES PROVIDED = 10 PARKING REQUIREMENTS: 1 SPACE PER UNIT FOR ELDERLY HOUSING (80 UNITS TOTAL)
UTILITY SERVICES: WATER - CITY OF NEW BERN SEWER - CITY OF NEW BERN ELECTRIC - CITY OF NEW BERN
WETLANDS: THERE ARE NOT ANY WETLANDS ON THE SITE.
NEUSE RIPARIAN BUFFER: THERE ARE NOT ANY NEUSE RIPARIAN BUFFER AREAS ON THE SITE.
PROJECT AREA = 3.043 AC, 132,553 SF (INCLUDING ABANDONED R/W AREAS) NO. OF UNITS ALLOWED = 1 + (132,553 SF - 6,000 SF)/2,000 SF = 63 WITH 25% DENSITY BONUS, ALLOWABLE NUMBER OF UNITS = 80
GENERAL NOTES:
1. NO CHANGES TO ANY ASPECT OF THIS PLAN, INCLUDING BUT NOT LIMITED TO, LANDSCAPING, GRADING, BUILDING ELEVATIONS, LIGHTING OR UTILITIES WILL BE MADE WITHOUT THE APPROVAL OF THE CITY OF NEW BERN DEVELOPMENT SERVICES DEPARTMENT.
2. THE SITE SHALL BE STABILIZED AND SEEDING PRIOR TO THE ISSUANCE OF A CERTIFICATE OF OCCUPANCY OR GUARANTEED BY APPROVED METHOD IF APPLICABLE.
3. ALL REQUIRED IMPROVEMENTS SHALL COMPLY WITH THE STANDARDS ESTABLISHED BY THE CITY OF NEW BERN CODE OF ORDINANCES.



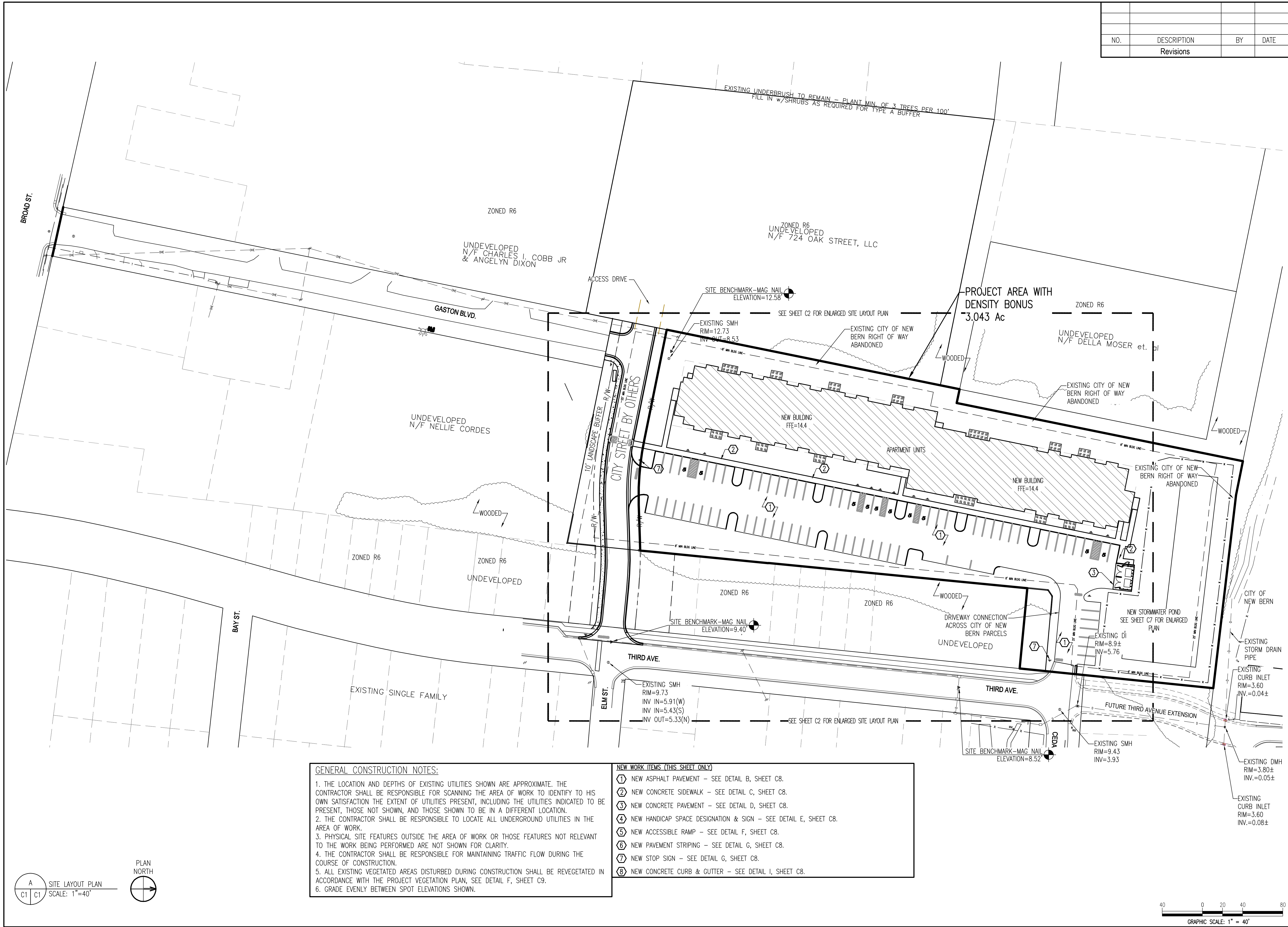
PROJECT NO. 15023
SCALE: AS NOTED
DRAWN BY: WFF
CHECKED BY: ICA
DATE: MARCH 3, 2017

LICENSE NO. C-0706

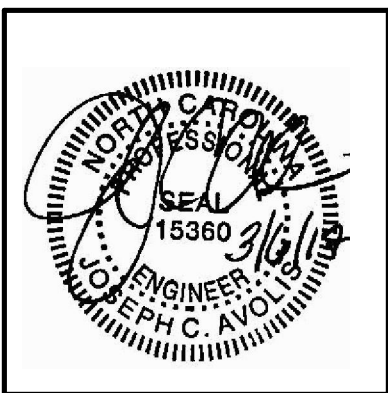
AVOLIS ENGINEERING, P.A.
P.O. BOX 15564
NEW BERN, NC 28561
PH: (252) 633-0068, FAX (252) 633-6507

GASTON BOULEVARD SENIOR APARTMENTS
731 THIRD AVENUE
NEW BERN, NC

COVER SHEET



NO.	DESCRIPTION	BY	DATE
Revisions			



PROJECT NO. 15023
SCALE: AS NOTED
DRAWN BY: WFF
CHECKED BY: ICA
DATE: MARCH 3, 2017

AVOLIS ENGINEERING, P.A.
P.O. BOX 15564
NEW BERN, NC 28561
PH: (252) 633-0068, FAX (252) 633-6507

GASTON BOULEVARD SENIOR APARTMENTS
731 THIRD AVENUE
NEW BERN, NC

PROJECT AREA WITH DENSITY BONUS

C1

15023



AVOLIS ENGINEERING, P.A.

P.O. Box 15564 · New Bern, North Carolina 28561 · Office: 252.633.0068

April 26, 2017

Mr. Greg McCoy, CZO
Land and Community Development Administrator
City of New Bern
PO Box 1120
New Bern, NC 28563

Re: Gaston Boulevard Senior Housing, 731 Third Ave., Department Review Comments

Dear Mr. McCoy,

The Department Review comments presented at the June 17, 2016 meeting have all been incorporated into the drawings as required. Other general comments not requiring inclusion on the drawings are also discussed below.

Development Services

1. We have added the AE flood zone boundary to the plans as requested.
2. We have attached the previously approved landscaping plans to our submittal.
3. We have made the correction to the site data box to show the correct side setback for R-6 zoning to be 8 feet.
4. We are requesting the written advisory report from the Planning & Zoning Board to the Board of Adjustment by this submittal.
5. We are requesting the density bonus from the Board of Adjustment. This project meets the affordable housing criteria in the ordinance.
6. We have provided adjusted precise density bonus calculations (unrounded).
7. We have added third avenue addressing to our submittal.

Water Resources/Engineering

1. We will be obtaining water and sewer service from the City of New Bern.
2. We will be paying the required water and sewer capital recovery fees.
3. We have submitted water and sewer plans to the City engineer for review and permit signature.
4. The developer will be entering into a formal water and sewer use agreement with the City.
5. Each apartment unit will be billed for water and sewer and shall be served by its own water meter.
6. All water and sewer connections will be in compliance with the "City of New Bern Water & Sewer Design Standards".

Public Works

1. The City of New Bern and State stormwater permit applications have been submitted.
2. The State erosion control permit application has been submitted.
3. Refuse collection will be by the City of New Bern, and we will make the appropriate contacts.
4. The City driveway permit for Third Avenue and Gaston Boulevard has been submitted.
5. There are not any wetlands on the site, as verified by the US Army Corps of Engineers.
6. All stormwater on the site is private.

Electrical

1. The City of New Bern will be providing electrical power to the site.
2. All meters shall be located at a single point on the building using a gang style meter assembly.
3. All road crossings shall be installed by the contractor.
4. An electric riser plan with the connected loads will be submitted as the project progresses.
5. We will coordinate with the City of New Bern for light fixtures.
6. The developer will sign a blanket easement for electric lines.
7. The developer will provide a copy of the final approved plans to the electric department.
4. We will contact Carl Toler or Andy Pollard when construction begins.

Inspections

1. All appropriate permits will be acquired prior to beginning construction.

Fire

1. The site is in compliance with NCFC Appendices B, C and D.
2. Fire hydrant placements shall be coordinated with the Fire Marshall.
3. Knox boxes will be provided.

Police/Comm

1. The owner will contact the BEAR Sticker program coordinator for more information.
2. The owner will contact the New Bern Police Department for Crime Prevention Security Survey services.

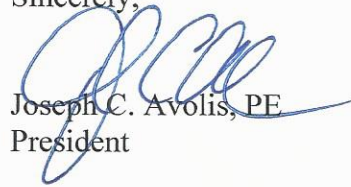
Craven County Health Department

1. There were no comments.

Gaston Boulevard Senior Housing
Page 3

Should you have any questions, please do not hesitate to give me a call.

Sincerely,

A handwritten signature in blue ink, appearing to read 'J. Avolis', is written over the printed name and title.

Joseph C. Avolis, PE
President

CITY OF NEW BERN DEVELOPMENT SERVICES
DEPARTMENT REVIEW

SITE PLAN REVIEW: *Gaston Boulevard Senior Housing*
ADDRESS: *731 3rd Avenue*
DATE/TIME: *March 17th, 2017 - 9:00 AM*
OWNER/FIRM: *Applicant: Laurel Street (amiller@laurelstreetres.com)*

FINAL

DEVELOPMENT SERVICES:

1. A portion of the parcel lies in the AE flood zone. Please indicate flood boundary on plans.
2. Landscaping/planting plans?
3. Make correction to site data box. Side setback for R-6 is 8 feet.
4. A written advisory report is required from the Planning & Zoning to the Board of Adjustment. See Section 15 -183 of the Land Use Ordinance for guidelines.
5. A determination is required from the Board of Adjustment for the proposed density bonus. See Section 15 -184 of the Land Use Ordinance for the review criteria required to obtain an affordable housing density bonus.
6. Show precise density bonus calculations (unrounded).
7. Show completed 3rd avenue addressing.
8. Submit revised plans (with revision dates) and address all written comments to Development Services Staff (Brad Sceviour, sceviourb@newbern-nc.org).

WATER RESOURCES/ENGINEERING:

1. Water and sewer service for the proposed facility will be provided by the City of New Bern.
2. Water and sewer capital recovery and connection fees will be required for the project. Please contact Mrs. Melissa Garris at (252) 639-7596 for a quote of the applicable fees for the proposed project. All capital recovery and connection fees shall be paid prior to receiving a building permit.
3. Two complete sets of utility construction plans shall be submitted to the City Engineer for a complete review of the water & sewer system.
4. Prior to development of the property, the City will require that the developer enter into formal water & sewer use agreement as outlined in Chapter 74-74 "Utilities", in the City of New Bern Code of Ordinances. The purpose of this agreement is to specifically outline the roles and responsibilities of both the developer and the City in establishing water and sewer service for the property.
5. Each unit will be individually billed for water and sewer and all units shall be served by its own water meter.
6. All water and sewer system construction and connection installation shall be in compliance with the "City of New Bern Water & Sewer Design Standards".

PUBLIC WORKS:

1. Stormwater Permit (Local and State) required.
2. Erosion Control Permit required.
3. Refuse collection to be provided by the City of New Bern. Contact Public Works (252-639-7501) to address what will be needed.
4. City driveway permit required for Third Avenue and Gaston Blvd.

5. Wetlands Permit, etc. as applicable.
6. All stormwater on-site is private.

ELECTRICAL:

1. Power to site shall be supplied by the City of New Bern.
2. All meters shall be located at a single point on the building using a gang style meter assembly.
3. All road crossings shall be installed by the contractor.
4. Need a copy of the electric plans showing the total connected load and riser diagrams.
5. If site lighting is required we can work with customer on installing our standard light fixtures and poles. Will require a contract to be signed with the City of New Bern for rental.
6. Will need to sign a blanket easement for electric lines.
7. Need a copy of final approved plans.
8. Contract Car Toler or Andy Pollard when construction begins at 252-639-2823 or 2824.

INSPECTIONS:

1. All appropriate permits to be acquired prior to beginning construction.

FIRE:

1. Site must meet the requirements of NCFC Appendices B,C and D.
2. Fire Hydrants placement shall be coordinated with fire marshal.
3. Knox box will be needed.

POLICE/COMM:

1. The owner, developer or designee will need to contact April Bailey @ 252-672-4106 in reference to the BEAR Sticker program. This program provides the needed contact information to the 911 center for afterhours response of a key holder or property manager/owner, should a situation arise.
2. The New Bern Police Department offers a Crime Prevention Security Survey to all businesses and residents within the city. The survey is completed by a Police Officer and helps identify and address any foreseen security issues, such as landscaping, lighting, video etc. Contact should be made with the Operation Division Captain @ 252-672-4100 for further information.

Craven County Health Department

No Comment at this time. Contact Keith Jernigan 252-636-4920 ext. 2083.

Special instructions to the developer:

In the event an application for a building permit is not submitted within six months, another departmental review committee meeting is required.