



TOWN OF DUCK, NORTH CAROLINA

September 23, 2013

Charlan Owens, AICP
DCM District Planner – Northeast District
1367 U.S. 17 South
Elizabeth City, NC 27909

RE: Town of Duck CAMA Core Land Use Plan Implementation Status Report

Dear Charlan:

As required by CAMA Local Planning and Management Grant guidelines (Subchapter 7L), we are pleased to provide the enclosed CAMA Land Use Plan Implementation Status Report. The report is based on the Action Plan which is included in Chapter X of the Town's adopted Land Use Plan. The Town provided CAMA with the last Status Report in December of 2011. The enclosed report includes the items noted in our last Status Report as well as the actions that have been taken since that time. The new or updated items are identified with red text.

The Town has actively taken steps to complete or address most all action items included in the Land Use Plan. We have not had any unforeseen land use issues arise since certification of the CAMA land use plan and the Town's existing land use and development ordinances are consistent with current CAMA land use plan policies. We hope through this Implementation Status Report we have illustrated the numerous actions the Town has taken to achieve desired development patterns and appearance as well as to preserve the natural features that are articulated in the Town's Vision Statement.

Please let me know if you have any questions, need any additional information, or if you have comments on the enclosed prior to the CRC meeting.

Sincerely,

A handwritten signature in black ink that reads "Andrew L. Garman".


Andrew Garman, AICP
Director of Community Development

Enclosure

**DUCK, NORTH CAROLINA
CAMA CORE LAND USE PLAN ACTION ITEM
IMPLEMENTATION STATUS REPORT – AUGUST 28, 2013**

ACTION ITEMS	ACTION PLAN (Red text indicates item completed since last status report)									
	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
<p>Action Item 1. Develop, adopt, and implement sound and ocean zoning overlays.</p>				Ordinance 07-08 – Ocean and Sound Overlay District – Adopted 6/6/07.				Ocean and Sound Overlay District Amended to Prohibit the use of sandbags for erosion protection Adopted 1/5/2011.		
<p>Action Item 2. Develop, adopt, and implement village commercial development zoning options.</p>	Ordinance 04-05 Adopted 6/2/04.		Ordinance 06-05 Streamlining VCDO procedures adopted 6/7/06.			Four properties have been completely redeveloped using the Village Commercial Development Zoning Option; one additional restaurant expanded using VCDO.				Ten additional projects have been permitted using the Village Commercial Development Option since 2009.

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Action Item 3. Develop, adopt, and implement commercial development/building design guidelines and standards.	Ordinance 04-25 Adopted 12/1/04.					As of 6/1/09, four commercial properties have been developed subject to the Town commercial development guidelines.		Several additional projects have been permitted consistent with commercial design standards.		Additional projects have been permitted consistent with commercial design standards.
Action Item 4. Develop, adopt, and implement tree and vegetation protection ordinance.			Referred to Planning Board by Town Council on 3/15/06. Ordinance drafted and reviewed by PB beginning August 2006.	Ordinance 07-05 Tree and Vegetation Preservation and Planting adopted 6/6/07 (applies to all properties).	Vegetation ordinance refined 3/5/08 – Ordinance 08-01.					
Action Item 5. Develop, adopt, and implement property grading and filling regulations.	Fill moratorium adopted 9/15/04.	Fill moratorium extended 2/2/05. Ordinance 05-06 adopted 5/4/05.		Ordinance 07-13 adopted 10/5/07 – Amendment to fill regulations.						
Action Item 6. Develop, adopt, and implement capital improvements plan (CIP).		Adopted first CIP FY2006 on 6/15/05.	CIP for FY 2007 adopted 6/7/06.	CIP for FY 2008 adopted 6/6/07.	CIP for FY 2009 adopted 6/13/08.	CIP for FY 2010 adopted 6/3/09.	CIP for 2011 adopted 6/16/10.	CIP for 2012 adopted 6/15/11.	CUP for FY 2013 adopted 6/6/2012.	CIP for FY 2014 adopted 6/5/13.

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<p>Action Item 7.</p> <p>Acquisition of property and/or acceptance of easements on an as needed basis to meet public objectives.</p>	*	*	<p>Obtained easement and funding for two segments of Soundfront walkway through conditional use permit process.</p> <p>7/14/06 Purchased half acre at 1202 Duck Road for Town Hall building with tie-in to municipal park.</p>	*	*	<p>Town has developed draft easement agreements for all properties adjacent to soundfront walkway based on proposed alignment; coordination with property owners during Summer 2009.</p>	<p>Town acquired 16 easements for the construction of the soundfront boardwalk extension.</p>	<p>Town completed construction of soundfront boardwalk northern extension.</p>	<p>Town completed construction of soundfront walkway southern extension to Wings (1186 Duck Road).</p>	<p>Town acquired additional easements to construct the remainder of the soundside boardwalk to 1174 Duck Road (Aqua).</p>	
<p>Action Item 8.</p> <p>Seek state assistance to prepare shoreline access plan.</p>						<p>No formal plan; Town focus is Soundfront walkway; assistance provided by DCM through permitting and grants.</p>					

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<p>Action Item 9.</p> <p>Develop and implement a municipal property master plan.</p>	<p>Consultant and Municipal Property Master Plan Committee finalize plan for 10.33 acre site on December 2004.</p>	<p>January-February 2005 Council selects design option and hires consultant to prepare site plans.</p> <p>Property rezoned to Conservation – Public Recreation.</p>	<p>Site plans for full project submitted to CAMA for review/approval. Phase I of project, not in areas of environmental concern, are completed to include entrance, playground, and parking/access for future kayak launch.</p> <p>Town acquires additional ½ acre adjacent to municipal property for Town Hall and community meeting space.</p>	<p>Phase II of site plan bidding underway.</p> <p>Architects drafting plan for community meeting space; charette conducted 2/07.</p> <p>7/7/07 Town holds 1st Annual Town of Duck Jazz Festival.</p>	<p>May 1, 2008 Town holds ribbon cutting on Phase II of Municipal property; includes Soundfront walkway adjacent to park as well as picnic shelter and gazebo.</p> <p>Municipal Property Master Plan Committee and consultant finalize plans for Amphitheater; 12/17/08 Town Council agreement on concept for Town Hall facility.</p>	<p>5/6/09 Town awards contract for Amphitheater construction.</p> <p>Amphitheater construction completed in September 09.</p>	<p>Town completes final site plan and architectural plans for Town Hall construction.</p> <p>September – Town receives all permits to construct Town Hall and extend soundside boardwalk.</p> <p>11/03/10 - Town Council authorizes Town Manager to execute a contract for construction of the Town Hall representing the last phase of Municipal Property Master Plan implementation.</p>	<p>Town hall construction tentative completion by end of calendar year 2011.</p>	<p>Town hall construction completed March 2012.</p> <p>This marks to completion of the original Municipal Property Master Plan.</p>	

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<p>Action Item 10.</p> <p>Continue community outreach and public participation programs.</p>	<p>Established and regularly maintain public outreach email list. Issue community newsletter quarterly.</p>	<p>Hired Public Relations Coordinator and began radio spots on town activities.</p> <p>Began Community Improvement Grant Program. Began participation in cable TV spots.</p>	<p>Web site updated w/meeting/activity information.</p> <p>Town holds first annual 4th of July Parade.</p>	<p>Town establishes:</p> <ul style="list-style-type: none"> - Email subscriber list. - Town Brochure to all property owners. - Crime Prevention Seminars. - Community Appearance and Holiday Awards Program. - Summer Event Series at Town Park to include Outdoor Summer Concert Series. - Town holds first annual Jazz Festival. 	<p>Town adds RSS feeds, business subscribers list, events hotline; Town website is completely redesigned; Town adds to Summer Event Series Children's Story Time, Lost Colony Productions, and Exercise Classes.</p>	<p>Town adds News Blog and Twitter; Town expands Summer Event Series to include Author Series and expanded exercise classes; Town develops information magnet for vacation rental and residential properties.</p>	<p>Town continues to update electronic distribution lists and communication methods:</p> <ul style="list-style-type: none"> - Development of Oceanfront Property Owners email distribution list. - Addition of communication tools Mail Chimp & Nixle. - Expansion of committees related parks and town hall construction. 	<p>Addition of Town holiday Yuletide event.</p> <p>Continued refinement of communication tools and methods.</p>	<p>Addition of Televised Town Council meetings on Government Access Channel and Youtube.</p>	<p>Town initiates enhanced community engagement survey tools.</p> <p>Town brings back seasonal fitness program working with local business community.</p> <p>Town begins development of Destination Dare Video Series focusing on town initiatives.</p>

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<p>Action Item 11.</p> <p>Develop program to support/ encourage business alliance formation.</p>	Established list of businesses for mailing notices and information. Conducted door to door visits to encourage participation of businesses in community affairs.	Worked with Duck Community Business Alliance to establish Automated External Defibrillator program to make AEDs available in shopping areas.	Joined Duck Community Business Alliance and local Chamber of Commerce and actively participate in alliance projects.	Town Staff participation in annual Duck Community Business Alliance (DCBA) meeting; Town receives annual Jazz Festival Sponsorship from DCBA.	Dare and Currituck Chamber of Commerce begin to distribute Town generated information to members.			Continued participation in DCBA meetings and participation of DCBA at Town Council meetings. Business partnerships expanded to include new events (Yuletide) and participation at Jazz Festival.	Town adopts 2022 Vision Statement with goals to implement a more effective outreach program to the business community including the creation of an active merchant's association.	Town hosts first business meet and greet which will take place three to four times a year.
<p>Action Item 12.</p> <p>Develop programs to interact with/through Civic groups.</p>	Prepared email notification list of homeowner association groups for outreach.	Joined Duck Community Business Alliance.	Town Staff provides speakers for several community association meetings 3-4 times per year. Notices of events in rental homes distributed to HOAs.	Town distributes annual informational brochure to property owners and subdivisions.	Town receives award from Dare County Arts Council for local gov't. support of the Arts; Town staff member appointed to serve on Dare County Arts Council.				Town has completed construction of the Town Meeting Hall which provides a meeting space for various community associations and groups.	Town hosts first business meet and greet which will take place three to four times a year.

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<p>Action Item 13.</p> <p>Participate in multi-jurisdictional beach management planning.</p>	Work with adjacent jurisdictions to provide ocean and emergency rescue services and conduct Emergency Operation Command activities.	Staff & elected officials researched and stayed informed and involved in local initiatives for beach management.	Through CAMA minor permitting process, staff has worked with and supported efforts by CAMA concerning beach renourishment and maintenance.		Town uses funding from Dare County Shoreline Commission to plant vegetation and install sand fencing on Town beaches.	<p>Town uses funding from Dare County Shoreline Commission to plant vegetation and install sand fencing on Town beaches;</p> <p>Ordinance 09-03 adopted establishing Beach and Dune Protection and Safety Regulations.</p>	Town initiates a series of ordinances related to oceanfront development and shoreline protection including the prohibition of sandbags.	<p>Town receives Dare County Shoreline funds to develop shoreline management plan.</p> <p>Town Council direct participation on Dare County Shoreline Commission.</p> <p>Town completes ordinances related to oceanfront development and shoreline protection.</p>	<p>Town initiates consultant study on shoreline management alternatives.</p> <p>Study recommends the Town should pursue a beach nourishment project for 13,000 linear feet of beach.</p>	<p>Town of Duck Town Council authorizes permitting of a beach nourishment project.</p> <p>Town of Duck Town Council adopts Resolution 13-13 on June 5, 2013 requesting that Dare County implement a supplemental occupancy tax of 1% to fund beach nourishment projects.</p>

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<p>Action Item 14.</p> <p>Participate in multi-jurisdictional regional transportation planning.</p>		Staff support for Outer Banks Transportation Task Force and its subcommittees.		March 7, 2007 Town Council adopts Resolution #07-02 Requesting Support from NCDOT to Develop a Comprehensive Transportation Plan covering Dare County and its six municipalities; Town becomes a member of the Albemarle RPO.	Town participates in NC Turnpike Authority Public Hearing process to review various Mid-Currituck Bridge alternatives; Town provides written comments on its preferred alternative and the community impacts associated with widening of NC 12 through Duck.	Town adopts CIP with project funding for Village Pedestrian Transportation Study (tentative).		Town participates in Dare County Comprehensive Transportation Planning effort sponsored by NCDOT (tentative completion 2013). Town continues to monitor and participate in planning, funding and political efforts to construct Mid-Currituck Bridge.		<p>Town of Duck Town staff participate on the steering committee for the Albemarle Regional Bicycle Plan.</p> <p>The Town of Duck initiates a Pedestrian Study funded partially by NCDOT.</p>
<p>Action Item 15.</p> <p>Develop a Town-based computer mapping program.</p>		Acquired ArcView software and base mapping files.	Created custom mapping for streets, lots, subdivisions and utilized aerial photographs.	Integrating planning department's PC based mapping with handheld devices and public safety mapping.	Expansion of GIS software licensing to other Town computers; in-house training provided to additional users; expanded role of GIS in Town planning activities.					

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<p>Action Item 16.</p> <p>Codify Town ordinances.</p>			American Legal Publishing hired to codify ordinances.	Town ordinances officially codified on 10/17/07 – Ordinance 07-16.						
<p>Action Item 17.</p> <p>Conduct annual Town Council retreat.</p>		Retreat Held 1/19/05.	Retreat Held 1/18/06.	Two-Day Retreat Held 1/24-1/25/07.	Two-Day Retreat Held 1/16-1/17/08.	Two-Day Retreat Held 2/18-2/19/09.	Two-Day Retreat Held 1/18-1/19/10.	Two-Day Retreat Held 1/26-1/27/11.	Two-Day Retreat Held 2/15-2/16/12.	Two-Day Retreat Held 2/27-2/28/13.
<p>Action Item 18.</p> <p>Develop a stormwater management plan.</p>		Ordinance 05-06 adopted 5/4/05. Study of NC 12 Flooding.	Cooperation with adjacent locality and NCDOT to review/design /fund improvements to manage storm water on primary state road through Town.	Storm water improvements scheduled for NC 12 final engineering underway.	Final engineering for NC 12/Tuckahoe Stormwater project completed; project advertised for construction bids; construction to begin Fall 2009.	Town continues to fund CIP projects to address additional stormwater issues on NC 12; Town requires on-site stormwater management for commercial development through conditional use permit process.	Stormwater improvements to Duck Trail utilizing pervious concrete.	NCDOT completes South Duck (Tuckahoe) stormwater improvements to NC 12. Final design completed for NC 12 drainage improvements adjacent to 1230 Duck Road (Stan White Realty).		Town continues to work with the Town Engineer to develop plans to address five stormwater projects along NC 12 and the Duck Trail.

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Action Item 19. Develop (in-house) CAMA permitting capability.			Ordinance 06-03 5/3/06 establishes Local Minor Permitting Program. Local permit officer designated and trained Two additional personnel trained. Town assumes full responsibility for program 7/1/07.			As of 6/1/09, Town LPO's have issued. - 117 minor permits - 55 Exemptions - 6 violations All Planning personnel are trained CAMA LPOs.				



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<p>Action Item 20.</p> <p>Examine potential for an interconnected Duck Trail along the west side of NC 12 and along the Currituck Sound shore line.</p>			Discussion with Town engineering consultants of potential for west side trail segments 9/20/06.	Constructing on municipal property first segment of soundfront boardwalk, partially funded by DCM grants.	Ribbon cutting held on 5/1/08 for first segment of soundfront boardwalk; conceptual alignment for remaining boardwalk segments completed.	Town is preparing CAMA Major Permit application for additional boardwalk segments; Town has prepared draft easement agreements for signature by all adjacent soundfront property owners.	Town acquired 16 easements for the construction of the soundfront boardwalk extension. September – Town receives all permits to construct Town Hall and extend soundside boardwalk.	Town completed construction of soundfront boardwalk northern extension. Town receives grant funding and prepares plans to construct first portion of southern extension.	Town completed construction of soundfront walkway southern extension to Wings (1186 Duck Road)	Town acquired additional easement to construct the remainder of the soundside boardwalk to 1174 Duck Road (Aqua).
<p>Action Item 21.</p> <p>Prepare land use plan implementation status report.</p>				1 st Implementation Status Report presented to CAMA in April of 2007.		Draft submitted 3/3/09 to CAMA.		Draft submitted to CAMA 12/8/11.		

Notes:

*As needed.

Red text indicates new activities completed since submittal of last CAMA Land Use Plan Implementation Status Report