

PITT COUNTY TECHNICAL REVIEW COMMITTEE
DRAFT MINUTES – JULY 23, 2025
GREENVILLE, NORTH CAROLINA

The Pitt County Technical Review Committee (TRC) met in regular session on July 23, 2025, at 9:00 a.m. in the Planning Conference Room of the Development Services Building, 1717 West 5th Street, Greenville, North Carolina, and on WebEx.

1. CALL TO ORDER

The meeting was called to order at 9:03 a.m. by Thomas Shrader

The following TRC members were present:

Thomas Shrader, Pitt County Planning
Jason Bryant, Pitt County Planning
Jay Morris, Pitt County Emergency Management
Jonas Hill, Pitt County Planning
Jamie Vincent, Pitt County Soil and Water (WebEx)
Ken Brann, Pitt County Engineering

Others present:

Jordan Brandon, McLaury Engineering (WebEx)
Ryan Monroe, Community First Construction (WebEx)
Nick Hoffman, McLaury Engineering (WebEx)
Scott Anderson, Ark Consulting Group (WebEx)
Gene Pittman, Ark Consulting Group (WebEx)
Brian Edwards, Ark Consulting Group

APPROVAL OF THE JUNE 11, 2025 MINUTES

UPON MOTION by Mr. Brann, seconded by Mr. Morris, the Pitt County Technical Review Committee voted unanimously via roll call vote to approve the minutes of the June 11, 2025 TRC Meeting.

SOIL EROSION AND SEDIMENTATION CONTROL/STORMWATER PLANS

DAIL FARM-INDIVIDUAL LOTS: Located off Nash Joyner Road, south of its intersection with Pollard Road in the Arthur Township.

Site Data: 10.94 Acres, 13 Lots, 8.2 Disturbed Acres

CONDITIONS AND REQUIREMENTS

[Pitt County Planning]

1. Show/Label the gas easement on the plans.

[NCDOT]

2. No driveway permit is needed for tying into SR 1207. Covered under existing driveway permit D021-074-23-00171, driveway/road has been installed.
3. With Branson Court labeled as “Private” it will not be eligible for the state road addition process in the future.
4. Any other work performed within the NCDOT ROW of SR 1207 will require encroachment agreements.

[Pitt County Environmental Health]

5. When submitting applications, please include the following information:
 - a. Any detailed soils work that has been performed on the property, including any proposed system layouts.
 - b. A site plan for each lot showing the proposed home location with dimensions and distances from property lines, the driveway location and width, the waterline location, and the location of any proposed decks, outbuildings or other accoutrements.
6. Septic systems for each lot will be approved or denied based on the Laws and Rules for septic treatment and disposal (Article 11 Chapter 130A of NCGS, and NCAC 18A .1900 et seq., etc.)
7. Any existing subsurface drain tile on the property must be located and may need to be removed. Contact Pitt County Soil and Water Conservation for help determining if there is drain tile located on this property.
8. Each lot will be evaluated in accordance with rules .1940 of the Laws and Rules for Sanitary Sewage Collection, Treatment, and Disposal (15A NCAC 18A .1900).
9. No fill material (including construction spoils) is allowed on any area to be used for a sewage disposal system or 100% repair area. Any amount of fill found on these areas will be grounds for disapproval of the proposed lot.

10. The location of any proposed berms must be shown on all subsequent maps. The final dimensions of the completed berm must be shown so that the Environmental Health staff can verify that no portion of any berms will interfere with the sewage system or 100% repair locations.
11. If underground electrical lines or natural gas lines cross the property at any point, they must be flagged by ULOCO before the site is evaluated by the Environmental Health staff.
12. The location of any existing or proposed drainage tile must be field located and shown on a surveyed map provided to Environmental Health staff.
13. A backhoe may be required for the site evaluations (15A NCAC 18A .1939(b)).

[General Comments]

[Pitt County Planning]

- All details should include a maintenance plan and schedule. See the NCDEQ website for new details.

[Pitt County Soil and Water]

- Soils: (*Pitt County Soil Survey - Sheet No. 48*)
(Soil Types: (ExA - Exum), (GoA - Goldsboro), and (NrB - Norfolk)).
- The adjacent drainage laterals should be cleaned out to their original bottom for improved drainage.
- This parcel is within the ½ mile VAD Buffer.
- There is no record of sub-surface drain tile but it is possible for some to be onsite.
- Contentnea Creek Watershed.
- The following agencies have reviewed the SESC Plan for **DAIL FARM-INDIVIDUAL LOTS** and **have no** comments:
 - Southeastern Drainage
 - Emergency Management
 - Engineering
- The following agencies have reviewed the SESC Plan for **DAIL FARM-INDIVIDUAL LOTS** and **have not returned** comments:

*Mr. Shrader went over the listed conditions and comments. Hearing no further comments, a motion was made to **approve** the SESC plan for Dail Farm-Individual Lots with **modifications** by Mr. Morris, which was seconded by Mr. Brann, and passed unanimously via roll call vote.*

COBB RV PARK: Located on Pacific Circle, north of its intersection with Old River Road in the Arthur Township.

Site Data: 18.45 Acres, 3 Lots, 12.25 Disturbed Acres

CONDITIONS AND REQUIREMENTS

[Pitt County Planning]

1. Insufficient stormwater fees have been received at this time, according to our records. Fees are as follows:
 - a. \$50 for Nutrient Worksheet Calculations
 - b. \$150 for Peak Flow Attenuation Plans and Calculations
 - c. \$150 for BMP/SCM review
2. Based on the calculations submitted, this development will require the installation of Stormwater Control Measures (SCM's).
3. All SCM's must meet the requirements of the Pitt County Stormwater Ordinance and must be designed according the North Carolina Design Manual.
4. The owner will be responsible for maintenance of all stormwater SCM's. A stormwater maintenance agreement is required.
5. The stormwater permit shall be valid for a period of two years from the date of issuance unless a valid building permit has been issued and maintained for the site or the stormwater permit has been revoked by Pitt County. If after two years the permitted activity has not begun nor a valid building permit secured, this permit shall expire.
6. The development of the tract shall proceed in conformity to all plans, design features, and restrictions submitted as part of the stormwater permit application and kept on file by the Pitt County Planning Department except that the Pitt County Stormwater Administrator may approve minor changes, consistent with the approved plan, as required by field conditions and in accordance with Section 15(G) of the Pitt County Stormwater Ordinance for Nutrient Control.
7. If any amendments are made to the approved plan, revised stormwater calculations must be submitted to the Pitt County Planning Department.

[NCDOT]

8. A driveway permit will be required for the "change in use" of the property tying into SR 1401.
9. Any other work performed within the NCDOT ROW of SR 1401 will require encroachment agreements.

[Pitt County Environmental Health]

10. When submitting applications, please include the following information:

- c. Any detailed soils work that has been performed on the property, including any proposed system layouts.
- d. A site plan for each lot showing the proposed home location with dimensions and distances from property lines, the driveway location and width, the waterline location, and the location of any proposed decks, outbuildings or other accoutrements.

11. Septic systems for each lot will be approved or denied based on the Laws and Rules for septic treatment and disposal (Article 11 Chapter 130A of NCGS, and NCAC 18A .1900 et seq., etc.)

12. Any existing subsurface drain tile on the property must be located and may need to be removed. Contact Pitt County Soil and Water Conservation for help determining if there is drain tile located on this property.

13. Each lot will be evaluated in accordance with rules .1940 of the Laws and Rules for Sanitary Sewage Collection, Treatment, and Disposal (15A NCAC 18A .1900).

14. No fill material (including construction spoils) is allowed on any area to be used for a sewage disposal system or 100% repair area. Any amount of fill found on these areas will be grounds for disapproval of the proposed lot.

15. The location of any proposed berms must be shown on all subsequent maps. The final dimensions of the completed berm must be shown so that the Environmental Health staff can verify that no portion of any berms will interfere with the sewage system or 100% repair locations.

16. If underground electrical lines or natural gas lines cross the property at any point, they must be flagged by ULOCO before the site is evaluated by the Environmental Health staff.

17. The location of any existing or proposed drainage tile must be field located and shown on a surveyed map provided to Environmental Health staff.

18. A backhoe may be required for the site evaluations (15A NCAC 18A .1939(b)).

[General Comments]

[Pitt County Planning]

- All details should include a maintenance plan and schedule. See the NCDEQ website for new details.

[Pitt County Soil and Water]

- Soils: (*Pitt County Soil Survey - Sheet No. 25*)
(Soil Types: (LaB - Lakeland), (OcB - Ocilla) (Po - Portsmouth),
(Tu - Tuckerman), and (Ra - Rains).
- The adjacent drainage laterals should be cleaned out to their original bottom for improved drainage.
- There is no record of sub-surface drain tile but it is possible for some to be onsite.
- Tar River Watershed.
- The following agencies have reviewed the SESC/Stormwater Plan for **COBB RV PARK** and **have no** comments:

- Southeastern Drainage
- Emergency Management
- Engineering

- The following agencies have reviewed the SESC/Stormwater Plan for **COBB RV PARK** and **have not returned** comments:

Mr. Shrader went over the listed conditions and comments. Hearing no further comments, a motion was made to approve the SESC/Stormwater plan for Cobb RV Park with modifications by Mr. Brann, which was seconded by Mr. Vincent, and passed unanimously via roll call vote.

DIXON GROVE (REVISED): Located on Dixon Road, east of its intersection with Blackjack Grimesland Road in the Grimesland Township.

Site Data: 47.23 Acres, 31 Lots, 9.0 Disturbed Acres (increased from 6.0)

CONDITIONS AND REQUIREMENTS

[Southeastern Drainage]

1. No fencing, planting, buildings or other personal property can be put inside the drainage easement.

[NCDOT]

2. The driveway for the Dixon Grove Subdivision is covered under permit number D021-074-24-00285. No new driveway permit will be required unless there are many changes to the site or time has expired on the existing driveway permit. At which time a new permit will need to be applied for.
3. Any work performed within the NCDOT ROW will require encroachment agreements.

[Pitt County Environmental Health]

4. When submitting applications, please include the following information:
 - a. Any detailed soils work that has been performed on the property, including any proposed system layouts.
 - b. A site plan for each lot showing the proposed home location with dimensions and distances from property lines, the driveway location and width, the waterline location, and the location of any proposed decks, outbuildings or other accoutrements.

5. Septic systems for each lot will be approved or denied based on the Laws and Rules for septic treatment and disposal (Article 11 Chapter 130A of NCGS, and NCAC 18A .1900 et seq., etc.)
6. Any existing subsurface drain tile on the property must be located and may need to be removed. Contact Pitt County Soil and Water Conservation for help determining if there is drain tile located on this property.
7. Each lot will be evaluated in accordance with rules .1940 of the Laws and Rules for Sanitary Sewage Collection, Treatment, and Disposal (15A NCAC 18A .1900).
8. No fill material (including construction spoils) is allowed on any area to be used for a sewage disposal system or 100% repair area. Any amount of fill found on these areas will be grounds for disapproval of the proposed lot.
9. The location of any proposed berms must be shown on all subsequent maps. The final dimensions of the completed berm must be shown so that the Environmental Health staff can verify that no portion of any berms will interfere with the sewage system or 100% repair locations.
10. If underground electrical lines or natural gas lines cross the property at any point, they must be flagged by ULOCO before the site is evaluated by the Environmental Health staff.
11. The location of any existing or proposed drainage tile must be field located and shown of a surveyed map provided to Environmental Health staff.
12. A backhoe may be required for the site evaluations (15A NCAC 18A .1939(b)).

[General Comments]

[Pitt County Planning]

- All details should include a maintenance plan and schedule. See the NCDEQ website for new details.

[Pitt County Soil and Water]

- Soils: (*Pitt County Soil Survey - Sheet No. 59*)
(Soil Types: (Bd - Bladen), (Co - Coxville), (ExA, ExB - Exum), and (Ra - Rains)).
- Soils are prime farmland or have statewide importance for farming. Development will remove the site from agricultural production.
- The adjacent drainage laterals should be cleaned out to their original bottom for improved drainage.
- This parcel is within the ½ mile VAD Buffer.
- There are no records of sub-surface drain tile but it is possible for some to be on site.
- Chicod Creek Watershed.

- The following agencies have reviewed the SESC Plan for **DIXON GROVE (REVISED)** and **have no** comments:
 - Southeastern Drainage
 - Emergency Management
 - Engineering

- The following agencies have reviewed the SESC Plan for **DIXON GROVE (REVISED)** and **have not returned** comments:

*Mr. Shrader went over the listed conditions and comments. Hearing no further comments, a motion was made to **approve** the revised SESC plan for Dixon Grove **with modifications** by Mr. Morris, which was seconded by Mr. Vincent, and passed unanimously via roll call vote.*

PRELIMINARY PLAN

SLEDGE CROSSING: Located on NC 102, East of its intersection with County Home Road.

Site Data: 62.93 acres, 20 Lots

CONDITIONS AND REQUIREMENTS

[Pitt County Planning]

1. Remove City of Greenville contact for Storm Drainage.
2. This project is already within 200 sq. ft. of triggering stormwater requirements. Any changes in house construction, road construction, or any other increase in built-upon area will trigger stormwater requirements.
3. It is highly recommended to incorporate SCM's and other treatments as required in the ordinance proactively to allow for alterations/expansions to the design.
4. Please note on all future submittals for Sledge Crossing explaining that any change in BUA will likely trigger stormwater requirements in the low-density chart. The engineer on record states a deed restriction will be placed on each lot to ensure this requirement is in place.
5. The private street Anna Lake Drive must be constructed to NCDOT standards, including standards for roll curb.

[Pitt County Environmental Health]

6. When submitting applications, please include the following information:
 - e. Any detailed soils work that has been performed on the property, including any proposed system layouts.
 - f. A site plan for each lot showing the proposed home location with dimensions and distances from property lines, the driveway location and width, the waterline location, and the location of any proposed decks, outbuildings or other accoutrements.
7. Septic systems for each lot will be approved or denied based on the Laws and Rules for septic treatment and disposal (Article 11 Chapter 130A of NCGS, and NCAC 18A .1900 et seq., etc.)
8. Any existing subsurface drain tile on the property must be located and may need to be removed. Contact Pitt County Soil and Water Conservation for help determining if there is drain tile located on this property.

9. Each lot will be evaluated in accordance with rules .1940 of the Laws and Rules for Sanitary Sewage Collection, Treatment, and Disposal (15A NCAC 18A .1900).
10. No fill material (including construction spoils) is allowed on any area to be used for a sewage disposal system or 100% repair area. Any amount of fill found on these areas will be grounds for disapproval of the proposed lot.
11. The location of any proposed berms must be shown on all subsequent maps. The final dimensions of the completed berm must be shown so that the Environmental Health staff can verify that no portion of any berms will interfere with the sewage system or 100% repair locations.
12. If underground electrical lines or natural gas lines cross the property at any point, they must be flagged by ULOCO before the site is evaluated by the Environmental Health staff.
13. The location of any existing or proposed drainage tile must be field located and shown of a surveyed map provided to Environmental Health staff.
14. A backhoe may be required for the site evaluations (15A NCAC 18A .1939(b)).

[NC Department of Transportation]

15. A driveway permit will be required to tie into NC 102.
16. With the proposed ROW being shown as “private”, the interior road (Anna Lake Drive) will not be eligible for the state road addition process in the future. Also, the proposed road Anna Lake Drive is not designed to current state standards.
17. Any other work performed within the NC 102 NCDOT ROW will require encroachment agreements.

GENERAL COMMENTS

[Pitt County Planning - Addressing]

- The road name Anna Lake Drive has been added to the pending road name list.

[Pitt County Emergency Management]

- Approved this plan.

[Greenville Utilities - Gas]

- Approved as Submitted, assuming natural gas will not be requested.

[Greenville Utilities - Electric]

- Approved this plan.

[Pitt County Soil and Water]

- Soils: (*Pitt County Soil Survey - Sheet No. 69*)
(Soil Types: (Bd - Bladen), (Co - Coxs River), (ExA, ExB - Exum),
(Ra - Rains), and (Ly - Lynchburg)).
- Existing subsurface drainage is on siteSoils are prime farmland or have statewide importance for farming.
- Development will remove the site from agricultural production.

- The adjacent drainage laterals should be cleaned out to their original bottom for improved drainage.
- This parcel is within the ½ mile VAD Buffer.
- There is a record of sub-surface drain tile. Please see the attached map.
- Fork Swamp Watershed.

Mr. Bryant went over the listed conditions and comments. Mr. Edwards and Mr. Shrader discussed the stormwater comments, with Mr. Edwards explaining that the mailbox kiosk lot was being designed to allow other lots to land swap and stay under the stormwater threshold if necessary. MR. Edwards also discussed that there were ongoing conversations on getting the road up to DOT standards, with the primary issue being the proposed 24" roll curb. Ark is waiting on NCDOT to see if 30" roll curb would be approved, and a comment was added in reference to this issue. Mr. Shrader inquired further about the stormwater, asking what size houses were proposed. MR. Edwards stated that they were proposing 2400 sqft houses, and anything larger would be required to implement their own stormwater practices, and that a deed restriction would be in place. Mr. Hill suggested making the deed restriction a requirement for approval, and Mr. Shrader added it to the list. Hearing no further comments, a motion was made to conditionally approve the preliminary plat for Sledge Crossing by Mr. Shrader, which was seconded by Mr. Brann, and passed unanimously via roll call vote.

Meeting adjourned at 9:20 a.m. on a motion from Mr. Brann, which was seconded by Mr. Vincent, and passed unanimously via roll call vote.