



Pitt County Planning
& Development



ANNUAL REPORT 2008





**PITT COUNTY
PLANNING & DEVELOPMENT DEPARTMENT
DEVELOPMENT SERVICES BUILDING
1717 W. 5TH STREET
GREENVILLE, NORTH CAROLINA 27834-1696
TELEPHONE: (252) 902-3250
FAX: (252) 830-2576**

**JAMES F. RHODES, AICP
DIRECTOR**

April, 2009

To All Interested Individuals:

The Pitt County Planning Board and Planning staff proudly presents the Pitt County Planning Department's Annual Report for 2008. This report outlines and describes the department's numerous activities and projects, and highlights the department's major accomplishments over the past year. The department is extremely proud of progress made on several on-going projects and activities, including the development and adoption of the 10-year plan to end chronic homelessness and collaborative recreation and transportation planning efforts. In addition to the department's accomplishments for 2008, the Annual Report provides a listing of the projects and activities to be pursued by the Planning Department in 2009.

To learn more about the Pitt County Planning Department's activities, please contact the Pitt County Planning Department at (252) 902-3250 or visit our website at www.pittcountync.gov/depts/planning. Thank you for your interest in planning-related functions of Pitt County.

Sincerely,

James Rhodes, AICP
Planning Director

ACKNOWLEDGEMENTS

Board of County Commissioners

Melvin McLawhorn, Chairman	Districts 1 & 2
Kenneth Ross, Vice - Chairman	District 6
Jimmy Garris	District 5
David Hammond	District 1
Eugene James	District 2
Tom Johnson, Sr.	District 3
Mark Owens, Jr.	District 4
Kenneth Ross	District 6
Ephraigm Smith	Districts 3 & 6
Beth Ward	Districts 4 & 5

Planning Board

Porter Stokes, Chairman	District 5
William Wooten, Vice-Chairman	District 4
Faye Barefoot	At-Large
Frank Bradham	District C
Jacob Cox	District A
Lynn Evans	At-Large
Doug Gurkins	District 6
Wanda Harrington	District 3
Thomas Harris	District 2
Edward Howard	District A
Taylor Keith	District B

Board of Adjustment

Ephraigm Smith, Chairman	South of River
Mark Garner, Vice-Chairman	South of River
Benjamin Forrest	South of River
Annie Holder	North of River
William Moore	North of River
Naomi Buck, Alternate	North of River
Ed Congleton, Alternate	North of River

PAST BOARD MEMBERS

Lyman Hardee (Feb. 2000-Sept. 2008)
 Larry Dilda (Oct. 2002-Sept. 2008)

Planning Department Staff

James Rhodes, AICP	Director
Beth Buck	Office Manager
Stephen Smith	Senior Planner
Eli Johnson, AICP, GISP	Planner III
Tracy Cash, GISP	Planner II
Jonas Hill	Planner II
Eric Gooby, CZO	Planner II
Bryan Jones	Planner I
Andrew Ventresca	Planning Technician
Matt Spicer	Planning Technician
Sam Morris	Road Sign Coordinator
Lori Jones	Community Dev. Admin.
Paulette White	HGIS Coordinator
Dee Bland	Permitting Technician
Cristina Jones	Permitting Coordinator
Joyce Rasbury	Permitting Technician
Michelle Dean	Permitting Technician
Kaitlyn Miller	Student Intern
Ben Rogers	Student Intern
Gene Stevens	Student Intern
Eumeka Suggs	Office Assistant
Derrick Foss	Student Intern

PAST STAFF MEMBERS

C.J. Jackson	Student Intern
Anthony Jones	Student Intern
Abrar Khan	Student Intern
Bridget Wingate	Office Assistant
Martha Hodge	Student Intern
Brad Schuler	Student Intern
Mark Nottingham	Student Intern
Rich Saunders	Student Intern
Matt Watterson	Student Intern

TABLE OF CONTENTS

PLANNING DEPARTMENT WEBSITE.....	6
DEVELOPMENT REVIEW ADMINISTRATION.....	7
ZONING ADMINISTRATION.....	8
STORMWATER MANAGEMENT.....	10
FLOODPLAIN MANAGEMENT.....	13
SOIL EROSION AND SEDIMENTATION CONTROL.....	15
DRAINAGE MAINTENANCE.....	16
COMMUNITY DEVELOPMENT PROGRAMS.....	17
10 YEAR PLAN TO END CHRONIC HOMELESSNESS IN PITT COUNTY.....	18
GEOGRAPHICAL INFORMATION SYSTEMS.....	19
COORDINATED PERMITTING.....	20
TRANSPORTATION PLANNING.....	21
STAFF ACTIVITIES AND DEVELOPMENT.....	22
PITT COUNTY PLANNING IN 2009.....	24

LIST OF TABLES, MAPS, AND CHARTS

TABLES

TABLE 1: DEVELOPMENT REVIEW ADMINISTRATION AND ENFORCEMENT	7
TABLE 2: ZONING PERMITS BY CATEGORY	8
TABLE 3: SUMMARY OF STORMWATER PROJECTS IN 2008	11
TABLE 4: BEST MANAGEMENT PRACTICES REQUIRED IN 2008	11
TABLE 5: REDUCTION IN NUTRIENT EXPORTS IN 2008	11
TABLE 6: LOCAL EROSION & SEDIMENTATION CONTROL PROGRAM	15

CHARTS

CHART 1: PLANNING WEBSITE REQUESTS – 2007 VERSUS 2008.....	6
CHART 2: FLOODPLAIN PERMITS ISSUED IN 2008.....	13
CHART 3: 2008 PERMITS ISSUED	21

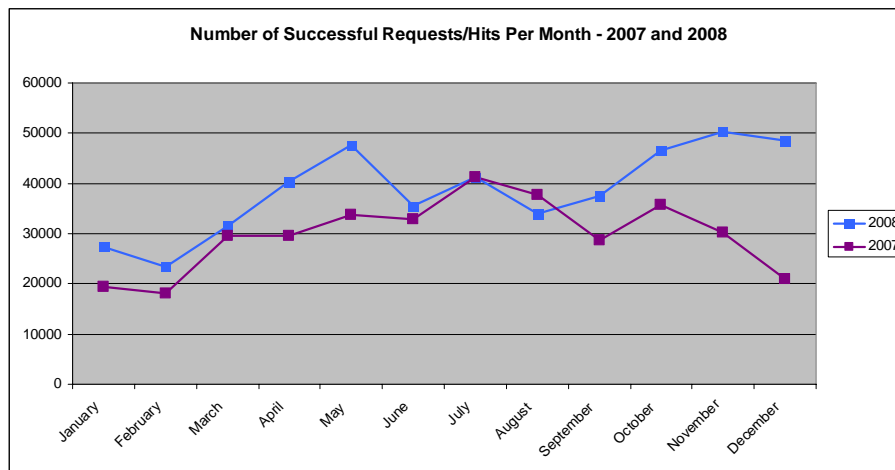
PLANNING DEPARTMENT WEBSITE



The department's website allows citizens to access ordinances, fee schedules, staff pictures, and links to different Boards and Committees. The Planning Department website also currently features an online map gallery where citizens can download free detailed Pitt County maps, a GIS and Addressing section containing a complete list of Pitt County road names and a schedule of public hearings. Links are provided to floodplain administration information and Department of Transportation updates, among others. A Staff Organizational Flow Chart allows citizens to determine which members of the department can assist

them. The website is continuously updated with information from the Pitt County Planning Department such as monthly reports, meeting dates and upcoming projects. In 2009, we will be adding a new section for Permitting & Inspections along with several other new pages concerning upcoming projects.

CHART 1: PLANNING WEBSITE REQUESTS – 2007 VERSUS 2008



The departmental website, since its creation in 2003, has served as an invaluable tool for Pitt County's officials, citizens, land developers and others outside of Pitt County. The site, located at <http://www.pittcountync.gov/depts/planning>, has seen a significant increase in the number of visits per day. The site received 200 hits per day during the first year and in 2008 the site received over 1200 hits per day. The departmental website averages approximately 37,621 visits a month, peaking at 50,396 visits in November. Downloaded information or data transferred in 2008 totaled 47.7 Gigabytes, slightly up from 2007. This number reflects the number of ordinances, plans and reports downloaded from the web, hence, saving the public a trip to the Planning Offices. These statistics are used to identify specific areas of interest to the public and are used to expand on topics that citizens are most concerned about.

DEVELOPMENT REVIEW ADMINISTRATION



Pitt County has several ordinances that regulate specific types of land uses and/or developments. The Planning Department is responsible for administering these development-specific ordinances, which include the Subdivision Ordinance and Manufactured Home Park Ordinance. These ordinances require the submittal of plans to the Planning Department for review. The ordinances provide guidelines that must be addressed by the developer to ensure that public health, safety, and welfare are adequately

protected. The Department's review of the plans ensures that each proposed development meets specific standards outlined in the applicable ordinance(s).

During 2008, the Pitt County Planning Department reviewed and approved 91 plans (see Table 1). These included preliminary and final plats and construction plans for subdivisions. In 2008, 319 new lots were created with the approval of the 46 final plats. The Pitt County Planning Department has approved 22 divisions of land under the family exemption in 2008.

TABLE 1: DEVELOPMENT REVIEW ADMINISTRATION AND ENFORCEMENT

Plats / Plans	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Tot.
Preliminary Plats	2	2	4	4	2	2	4	3	3	-	-	1	27
Construction Plans	1	2	-	2	2	3	5	-	1	1	-	-	17
Final Plats	7	4	5	5	6	5	2	1	4	5	1	1	46
MHP Preliminary Plans	-	-	-	-	-	-	-	-	-	-	-	-	0
MHP Construction Plans	-	-	-	-	-	-	-	-	-	-	-	-	0
MHP As-Built Plan	-	-	-	-	-	-	1	-	-	-	-	-	1
Preliminary Multi- Family Plan	-	-	-	-	-	-	-	-	-	-	-	-	0
As-Built Multi- Family Plan	-	-	-	-	-	-	-	-	-	-	-	-	0
TOTAL	10	8	9	11	10	10	12	4	8	6	1	3	91

MHP = Manufactured Home Park

ZONING ADMINISTRATION

The Pitt County Zoning Ordinance was adopted on August 4, 2003, by the Board of County Commissioners and became effective on November 3, 2003. Planning staff used information gathered from an existing land use survey, the Future Land Use Map of the 2002 Comprehensive Land Use Plan, and existing zoning regulations for the Northwest Planning Area as a basis for the zoning regulations. The primary goal of the Pitt County Zoning Ordinance is to protect property values by encouraging the most appropriate use of land throughout the county, as well as promoting smart and safe development.

The Planning Department is responsible for issuing zoning compliance permits for any new development or change in land use within Pitt County’s planning jurisdiction. The department also provides zoning administration services for the Towns of Falkland and Grimesland. Zoning compliance permits serve to notify property owners and applicants of required setbacks, minimum lot sizes, and any other applicable development standards for proposed developments.

Staff utilizes Tidemark Permitting software to issue and track zoning compliance permits. This permitting system is also used by the Environmental Health Division, Building Inspections Office, and Emergency Services Department. It allows for a “one-stop” permitting experience, whereby citizens can receive all development permits in one location. Prior to issuance of a zoning compliance permit, staff reviews the floodplain information and advises the applicant of any requirements that will be noted on the permit. Upon issuance of the zoning compliance permit, the applicant may proceed with obtaining any other necessary permits without having to leave the Permitting Center. As shown in Table 2, staff issued 634 zoning compliance permits in 2008.

TABLE 2: ZONING PERMITS BY CATEGORY

Permits	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Single-wide Manufactured Homes	13	13	13	15	16	28	19	32	19	9	13	4	194
Double-wide Manufactured Homes	10	10	3	3	6	12	1	4	4	18	4	1	76
Site Built Homes (including modular homes)	12	11	16	17	17	10	3	11	10	8	6	6	127
Other Permits (e.g., non residential)	21	14	26	17	28	18	17	16	32	19	12	17	237
Total	56	48	58	52	67	68	40	63	65	54	35	28	634

In addition to issuing zoning compliance permits, Planning staff is also responsible for enforcing the regulations of the Zoning Ordinance and remedying violations. Enforcement typically involves the assessment of civil penalties; however, other tools available to the County include stop work orders, criminal prosecution, injunctions, and court orders. Prior to the assessment of penalties, staff notifies the property owner of the alleged violations and that civil penalties may be assessed. If prompt corrective action is not taken, staff will issue a Notice of Violation detailing the nature of the violation and the measures necessary to remedy the violation. In 2008, the Planning Department issued 28 Notices of Violation.

Periodically, the Planning Department receives a request to amend the Official Zoning Map, otherwise known as a “rezoning”. A citizen may apply for a rezoning of property by submitting an application, a survey of the property to be rezoned, and an application fee. Planning staff reviews the submitted information and consults any plans adopted by the Board of Commissioners (such as the Comprehensive Land Use Plan) in order to develop a staff report and a recommendation to approve or deny the request. Staff presents its recommendation, as well as any other pertinent information, to the Pitt County Planning Board at a regularly scheduled meeting. The Planning Board, in turn, makes a recommendation to approve or deny the request to the Board of County Commissioners for a final decision. Prior to its decision, the Board of County Commissioners holds a public hearing, at which adjacent property owners and other citizens are given the opportunity to speak. In 2008, staff received 5 rezoning requests, of which 4 were granted approval by the Board of Commissioners and one was withdrawn.



STORMWATER MANAGEMENT

During 2000, the Environmental Management Commission (EMC) adopted a set of non-point source rules under the Tar-Pamlico Nutrient Sensitive Waters Strategy. One component of these rules addresses stormwater runoff in urbanized areas of the basin. The rules established certain requirements for local programs based on the nutrient strategy's goal of reducing nitrogen and phosphorus loadings to the estuary by 30% from the 1991 levels. Pitt County is one of five counties required to implement the program, along with six municipalities located within the Tar-Pamlico basin.

The Planning Department continued to enhance the stormwater section on our website, www.pittcountync.gov/depts/planning. This page provides public information about our stormwater management program, links to our local County stormwater ordinance, stormwater plan, and contains a link to the North Carolina Department of Environment and Natural Resources (NC DENR) Stormwater and Runoff pollution page, <http://www.ncstormwater.org/>.

Public education activities for 2008 have included two workshops which pertained to stormwater. The first workshop was held on June 18, 2008, at the City Hotel in Greenville, North Carolina and was hosted by Pitt County and the City of Greenville. The purpose of this workshop was to discuss soil erosion and sediment control and how to utilize stormwater

best management practices as erosion control devices. One of the biggest problems local government stormwater administrators witness during site development is the installation of the stormwater BMP being constructed first. This is very problematic, especially if the erosion control measures are not in place. When erosion occurs, the sediment eventually is deposited into the stormwater BMP and causes it not to function properly. The two local governments partnered with Ferguson Waterworks to make this workshop a success. The staff of Ferguson Waterworks provided numerous demonstration products that related to erosion control and stormwater management. The targeted groups consisted of the project engineers and developers. A total of 25 representatives attended this half-day workshop.



Workshop attendees learn about the importance of inlet protection during construction.

The second workshop was held by N.C. State University on July 24, 2008, at the Pitt County Agricultural Center and was hosted by Pitt County and the City of Greenville. This workshop focused on green design and development. The targeted groups consisted of local engineers, home builders and developers. This workshop focused on designing a low impact development by using "Green" planning and construction techniques. At the conclusion of

this workshop, attendees were divided into groups and asked to design a low impact development using the information provided to them.

Planning staff developed brochures to educate citizens on illicit discharges and how the public can help protect water quality in Pitt County. The brochures are intended to educate citizens on how to identify an illicit discharge and where to report them when they are found. These brochures are available from a wall display in the hallway of our department.

Pitt County is required to submit an annual report to the North Carolina Division of Water Quality each October. Table 3 of this report, demonstrates that Pitt County reviewed a plan for one new development project involving a total of 128.63 acres that met rule criteria and five new development projects which required Best Management Practices (BMP), treating runoff from 194.6 acres. Two projects, consisting of 46.97 acres made payments to the Ecosystem Enhancement Program (EEP) to offset the nutrient loadings. The total number of BMP's that were proposed for the five development sites consist of one wet detention pond, one vegetated filter strip with level spreader, two dry detention basins and eight grass swales (See Table 4). By installing BMP's the nitrogen loading was reduced by 3.44 lbs./acre/year and the phosphorus loadings were reduced by 0.7 lbs./acre/year meeting the State regulated thresholds (See Table 5).

Table 3: Summary of Stormwater Projects in 2008

Development Types	Total # Projects	Total # Acres
New development projects meeting rule criteria	1	128.63
New development projects requiring BMPs	7	74.98

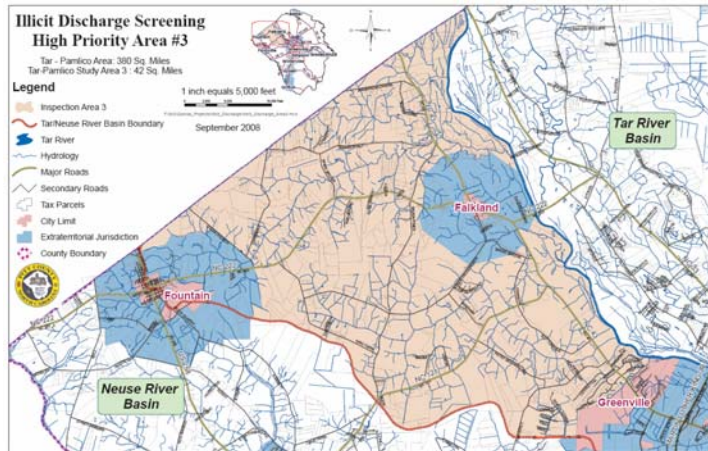
Table 4: Best Management Practices Required in 2008

Best Management Practice (BMP) Nutrient Removal Efficiencies	Number of BMPs implemented
Wet Detention Pond	1
Dry Detention Basin	2
Grass Swales	8
Vegetated Filter Strip With Level Spreader	1
Total Number of all BMPs Implemented	12

Table 5: Reduction in Nutrient Exports in 2008

Nutrient Export Type	Nitrogen lbs. / acre / year	Phosphorus lbs. / acre / year	Nitrogen lbs. / year	Phosphorus lbs. / year
Pre-development	12.59	3.55	462.41	131.21
Post-development & Pre-BMP	21.11	3.45	654.99	109.64
Post-development & Post-BMP	17.67	2.75	578.71	94.12
Total BMP Load Reduction (Difference between Line 2 and Line 3)	3.44	0.7	76.28	15.52

In 2006, staff selected a high priority area for illicit discharge screening. An illicit discharge is defined as any discharge that is not composed entirely of storm water. These non-stormwater discharges occur due to illegal connections or illegal dumping into the drainage system from residential or commercial establishments. As a result of these illicit connections and improper disposal, contaminated wastewater enters directly into local waters before receiving treatment. Illicit connections may be intentional or may be unknown to the business or homeowner. The high priority area selected for illicit discharge screening is identified as being



located in the western portion of the County and begins at the southern boundary of the Tar River from the Greenville City Limits/ETJ westward to the Pitt/Edgecombe County line. It extends southward to the Neuse River Basin. This area was selected due to its close proximity to the Tar River and is also experiencing moderate growth. In the upcoming year, staff will begin its screening process for the selected high priority area by conducting a dry weather field screening for illegal discharges.



Pitt County has also established an illicit discharge detection and elimination program which is designed to prevent contamination of ground and surface water supplies by monitoring, inspection and removal of these illegal non-stormwater discharges. An essential element of this program is the Pitt County Stormwater Ordinance, which grants the authority to inspect properties suspected of releasing contaminated discharges into drainage systems. Pitt County's Stormwater Ordinance allows staff to inspect private property to identify and take corrective actions on individual sources of illicit discharges. Another important factor is the establishment of enforcement actions for those properties found to be in noncompliance

or that refuse to allow access to their facilities. Residents of Pitt County can report illegal discharges anonymously by calling the North Carolina Stormwater Hotline toll free at 1-887-623-6748. The State will notify the Planning Department that a potential illegal discharge has been reported. Planning staff will then conduct a site inspection and determine if the discharge is illegal. If the discharge is found to be illegal, enforcement actions to correct the problem will be administered.

FLOODPLAIN MANAGEMENT

NATIONAL FLOOD INSURANCE PROGRAM

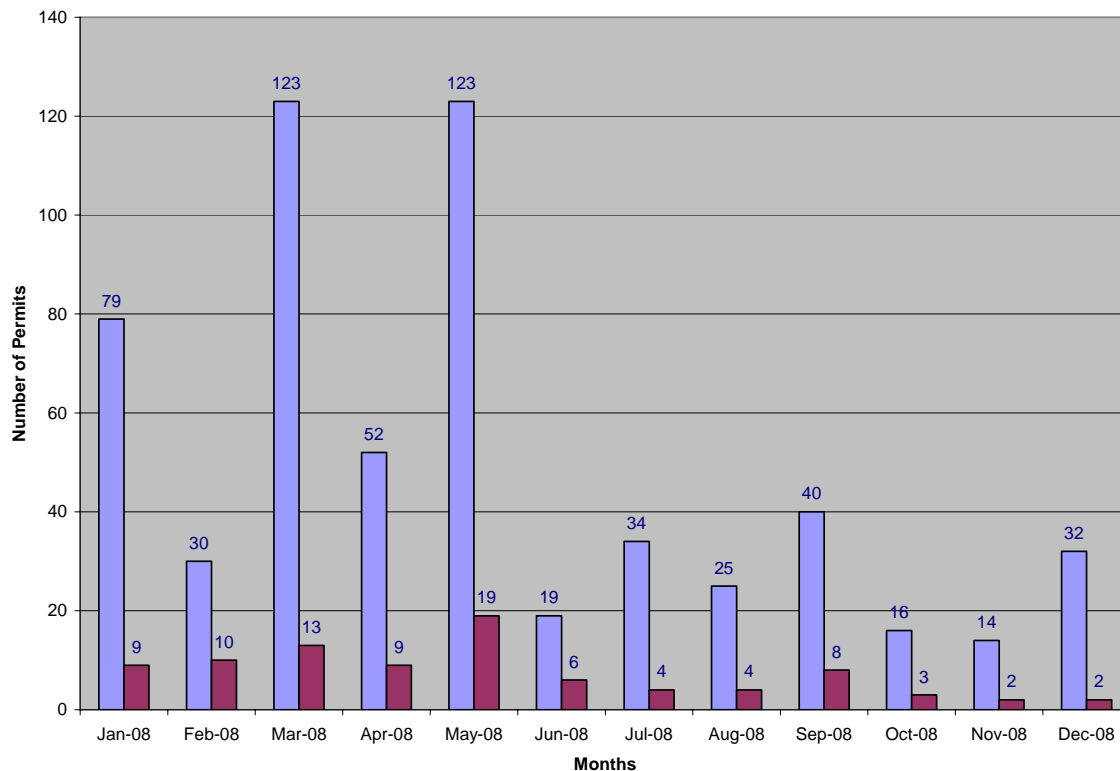
Nearly 25% of Pitt County is located within flood prone areas. Because of this, most property owners within the 100-year floodplain, as established by the Federal Emergency Management Agency (FEMA), participate in the National Flood Insurance Program. FEMA requires all jurisdictions participating in the National Flood Insurance Program (NFIP) to administer a Flood Damage Prevention Ordinance.

Pitt County has been participating in the NFIP since 1983. The Pitt County Planning Department also administers its Flood Damage Prevention Ordinance in the Towns of Ayden, Bethel, Falkland, Fountain, Grifton, Grimesland, Simpson, and Winterville.

FLOODPLAIN PERMITTING

Pitt County Planning staff includes a Certified Floodplain Manager (CFM) who, through the administration of floodplain regulations, reviews all septic system permit applications and determines the floodplain designation of the referenced site. Chart 2 shows the number of Environmental Health septic system permits reviewed each month during 2008 and those Environmental Health permits for properties located within the 100-year floodplain. There were a total of 587 permits reviewed during 2008. Staff also issued 70 floodplain development permits for construction in the floodplain.

CHART 2: FLOODPLAIN PERMITS FOR 2008



BUYOUT PROPERTY LEASING

According to the Hazard Mitigation Grant Program (HMGP) agreement, the 288 acres of flood damaged property acquired by Pitt County following Hurricane Floyd must remain as open space. In an effort to reduce maintenance costs of this land, the County Commissioners agreed to offer these properties to interested citizens for personal use. To comply with HMGP requirements, all property must remain under public ownership, but may be leased for acceptable uses and maintenance. These properties may occupy many uses so long as no permanent structure is erected on-site and other federal provisions are met.

A total of 91 properties have been leased or are being held for County use, accounting for 271 of the 288 acres acquired. Additionally, five properties have been deeded to municipalities for upkeep.



SOIL EROSION AND SEDIMENTATION CONTROL

In 1973, the North Carolina Sedimentation Pollution Act was signed into law. This act requires that land-disturbing activities comply with certain erosion and sediment control guidelines. Pitt County requested and received delegation of authority to administer a local program the following year. The Pitt County Soil Erosion and Sedimentation Control Ordinance (SESC) regulates certain land-disturbing activities to control accelerated erosion rates and sedimentation of public water courses in order to prevent the degradation of water quality, and environmental damage to lakes, watercourses, and other public and private property.



Under the Pitt County ordinance, land disturbances of one (1) acre or more require the submittal, review and approval of a soil erosion and sedimentation control plan *prior* to initiation of land disturbing activities. The Pitt County Planning Department utilizes the Technical Review Committee (TRC) to ensure comprehensive compliance with appropriate agencies, such as the NCDOT, Emergency Services, Environmental Health and other contributing technical departments. As part of the

ordinance, Planning staff conducts site inspections to ensure compliance throughout all phases of construction. Table 6 below provides a summary of the program's activities in 2008.

TABLE 6: LOCAL EROSION AND SEDIMENTATION CONTROL PROGRAM (2008)

Sediment Control Projects	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
New Projects Reviewed	1	2	2	1	3	2	3	4	0	1	1	1	21
Site Inspections	115	121	108	103	98	130	110	95	93	105	55	58	1191
Notices of Violation Issued	-	-	2	-	-	-	-	-	-	1	-	-	3
Total Disturbed Area (Acres)	4.01	30.42	61.01	1.8	25.34	11.85	24.19	69.9	0	38.2	12	5	283.72

Inter-local agreements between Pitt County and five (5) local municipalities have increased the jurisdictional area for the SESC program to 83% of the entire county. Municipalities that fall under the Pitt County Soil Erosion and Sedimentation Control Ordinance include Ayden, Falkland, Grimesland, Simpson, and Winterville.

DRAINAGE MAINTENANCE



Members of the Pitt County Planning Department staff provide technical assistance in response to individual drainage issues. Poor drainage in Pitt County is, in part, due to a general lack of topography, and frequent heavy storm-events. Periodic drainage issues are further compounded by the recurrent construction of beaver dams along streams in Pitt County. The American Beaver (*Castor Canadensis*) constructs these dams of

woodland debris in order to slow water flow, thereby increasing wetland area for the purposes of establishing a suitable and safe habitat.

The increased wetland ecosystem created by beaver activity is in many ways beneficial to the 'human environment', allowing for erosion mitigation, reducing sediment loading to watercourses, and increasing groundwater recharge, however the flooding impact on county roads and private property has grown in frequency and severity. This financial cost is experienced by all levels of government from City, County, State and even Federal in the form of constant repair and maintenance of infrastructure, education of affected parties, administration of management programs, and prevention efforts.

To adequately address this particular aspect of our drainage issues, Pitt County has joined with the US Department of Agriculture's Wildlife Services (USDA) Beaver Management Assistance Program (BMAP) in order to provide the best management practices on an individual basis.

BEAVER MANAGEMENT ASSISTANCE PROGRAM



Pitt County is one of 40 counties in North Carolina that currently participates in the BMAP, which is a cost-share program administered by the USDA. An essential component of this program is education of affected landowners as to their individual 'best management strategies' for mitigating beaver damage, which includes the benefits and costs of removing beaver dams, installing mitigation equipment, or other alternative methods on-site.

In the 14-month period between March 2007 and June 2008, the BMAP has prevented the loss or damage of an estimated \$1 million dollars to Pitt County resources (timber, crops, roads, ditches and bridges). Our representative from the USDA, Mr. Albert Little, has been involved in more than 30 projects around Pitt County over the same 14-month period, removing 20 beaver dams in the process. Mr. Little's work has benefited 15 adjacent landowners, including 10 different NC Department of Transportation (NCDOT) sites.

COMMUNITY DEVELOPMENT PROGRAMS

Since mid 2003, Pitt County received Community Development Block Grant (CDBG) Scattered Site and Supplemental funds for the rehabilitation of homes and the replacement of homes owned by low-to-moderate income households and located within the County's planning jurisdiction. Funds are provided by the US Department of Housing and Urban Development, Housing Finance Agency and USDA Rural Development, through the North Carolina Division of Community Assistance. The County was also successful in securing a Capacity Building Grant which provided funds to hire a Housing Coordinator in 2003. The County is partnered with Grifton Mission Ministries to replace and repair substandard homes using volunteer labor. Thereby, site built homes can be constructed or repaired for approximately half the cost of conventional builders. In 2008, Pitt County Community Development and Grifton Mission Ministries through a Volunteer-based Housing Initiative continues to partner on Community Development Block Grant Scattered Site, Housing and Urban Development-Home Investment Partnerships Program, N.C. Housing Finance Agency, Single Family Rehabilitation Program/Urgent Repair Program and USDA- Rural Development Projects.

In addition to the nine completed CBDG-funded rehabilitation/replacement projects, Pitt County completed two rehabilitations and one replacement project through the Home Investment Partnership Program (HOME) in 2008. The program was created by the National Affordable Housing Act of 1990 to assist counties and towns in the rehabilitation and creation of affordable housing for low-income residents. The Pitt County Consortium includes Pitt County, City of Greenville, Town of Ayden, Town of Bethel, Town of Farmville, Town of Grifton and Town of Winterville.



The scope of program design has changed to integrate a loan program in the guidelines. Now a participant will have to qualify for a USDA 504 low-interest loan for the first \$7,499 cost of rehabilitation. We will change the replacement housing program in 2009, with a similar program for the first \$10,000 of new construction to be a low-interest loan. This will allow the program to stretch the funds and create revenue to administer the program. During 2008, we gained a new grant with North Carolina Housing Finance Agency Single Family Rehabilitation.



The Community Development Administrator continues to cover the diverse work needed for the Community Development Program. The Community Development Administrator continues to serve on Governor Easley's Interagency Council for the Coordination of Homeless Program; and as Secretary/Treasurer of North Carolina Community Development Association.



OUR JOURNEY HOME: THE 10-YEAR PLAN TO END CHRONIC HOMELESSNESS IN PITT COUNTY

In response to the challenge issued by the United States Interagency Council on Homelessness, the Pitt County Board of Commissioners and the City of Greenville adopted resolutions to develop a 10-Year Plan to End Chronic Homelessness in the fall of 2006. The Pitt County Planning Department was designated to oversee and manage the vision for this project.

In January 2008, a 50+ member Blue Ribbon Task Force (BRTF) convened to begin work on this plan. Members of the BRTF were chosen from a wide spectrum of the population and appointed to participate in a ten-month process that includes a series of committee meetings, focus groups and public forums and the writing of an action plan to end chronic homelessness in Pitt County.

The Blue Ribbon Task Force worked to gather information relating to homelessness in Pitt County. In February and March, a series of focus groups were held at the community's emergency shelter and several transitional housing facilities to learn about the issues and challenges facing the homeless. A special focus group of veterans was also to gather information about their special issues and problems. Four community forums were held in April with 30-35 members of the public participating in each of them. Guest speakers included local and statewide individuals working in these fields. The topics for each form were:

- Handle With Care: How Can We Improve the Mental and Physical Health of the Chronically Homeless?
- Closing the Revolving Door to Homelessness: Effective Community Re-Entry/Transition Planning.
- Home, Sweet Homeless: Where Will the Homeless Live?
- Buddy, Can You Spare a Job?

In July, a community forum was held with members of the business community to gather additional information on employment opportunities and obstacles.

The first draft the 10-Year Plan was presented to the public in August. The final document, *Our Journey Home: The 10-Year Plan to End Chronic Homelessness in Pitt County* was adopted by the Pitt County Board of Commissioners on September 22, 2008. Implementation of the 10-Year Plan is scheduled to begin in July 2009.

Our Journey Home: The 10-Year Plan is a long-range, comprehensive plan to help people who are chronically homeless return to healthy and stable lives in permanent housing. This plan is will help us end chronic homelessness in Pitt County over the next decade by securing new resources and reinvesting and redirecting resources in a coordinated, sustained effort that addresses the underlying causes of homelessness.


GEOGRAPHICAL INFORMATION SYSTEMS

E-911 ADDRESSING & ESAVE

Throughout 2008, planning staff updated and maintained Pitt County's E-911 database. Pitt County Planning staff is responsible for handling questions and the assignment of new addresses on a day-to-day basis. An addressing hotline is utilized for general inquiries from the public regarding addressing in Pitt County. Staff assigned 623 E-911 addresses in 2008. Over 2,500 County street signs were maintained by the County's Road Sign Coordinator, and 77 new signs were installed during 2008. Street signage is checked monthly throughout the county and replaced as needed by the Road Sign Coordinator due to normal wear and tear, theft, vandalism and vehicular accidents.

In 2008, the Planning department continued to pursue the E.S.A.V.E. (E-911 System Address Verification & Enforcement) project. This project will ensure that every addressable structure in Pitt County bears its assigned E-911 address. This year, the Planning Department has inspected approximately 1100 addressable structures. At the end of 2008, staff had brought nearly 3400 structures into compliance within 7 ESAVE areas in Pitt County.

CENSUS 2010 PREPARATION

 The Census Bureau works with local officials to implement a number of programs designed to review geographic information. The geographic information provided by our staff will be the framework of all 2010 Census data collections and will be used for the American Community Survey beyond 2010. In 2008, staff provided updated information concerning legal boundaries and annexations for Pitt County and several municipalities including Ayden, Bethel, Grifton, Grimesland and Simpson. Staff also provided a complete local address listing to the Census Bureau which will be used to update the Master Address File. At the end of 2008 staff continues to work with the Census Bureau's Participant Statistical Areas Program (PSAP). This program allows local governments to identify and propose changes to the boundaries for census tracts, block groups, census designated places, and census county divisions in accordance with Census Bureau criteria. These areas become a part of our geographic hierarchy for providing data at the sub county level.

GEOGRAPHY AWARENESS WEEK & GIS DAY

On November 19, the Pitt County Planning Department celebrated its 7th consecutive GIS Day. Activities this year centered around Mrs. Howard's kindergarten class at Creekside Elementary School in Pitt County. The class studied the components of a map, the importance, the uses and the profession of making maps. Mrs. Howard's class created their own maps, making sure to include essential map components such as a legend, date, etc. They also watched a video and made map hats. The class also read some geography themed books such as Dr. Seuss's *There's A Map On my Lap* and *Mapping Penny's World*. Teachers, students and planning staff had a great time!

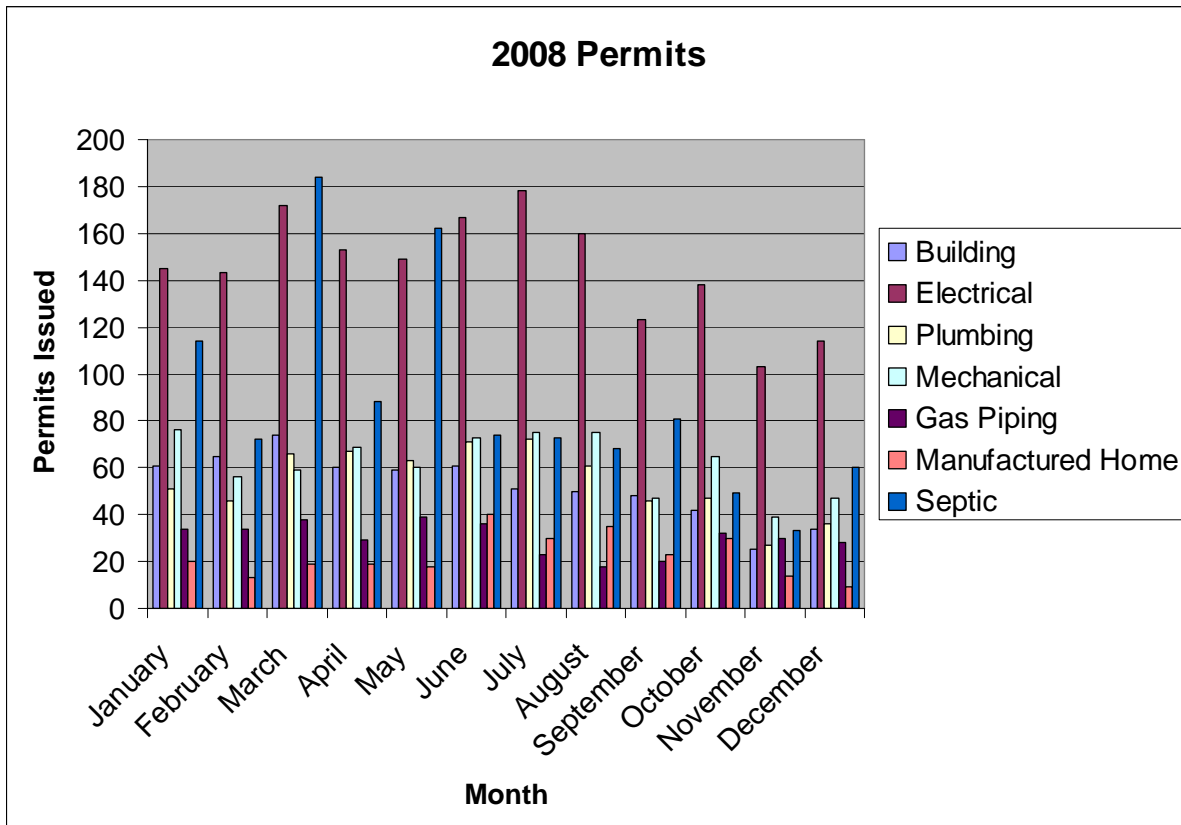


COORDINATED PERMITTING

The Pitt County Permitting Center was established in March 2003 in an effort to streamline the permitting process and improve customer service. In September 2003, a new software package was implemented which allows for the coordination of permits throughout multiple departments. The overall concept of the permitting center is to allow the citizens of Pitt County a “one-stop” location to obtain permits for proposed development. In September 2004, planning staff began issuing zoning permits and assisting with E-911 addressing in the Permitting Center, further enhancing the “one-stop” process. In 2008, the Pitt County Permitting Center processed a total of 5,458 permits and work continued on the development of a new permitting software package.



Chart 3: Building Permits Issued in Pitt County in 2008



TRANSPORTATION PLANNING

Greenville Urban Area Metropolitan Planning Organization (GUAMPO)

The Greenville Urban Area Metropolitan Planning Organization (GUAMPO) is a transportation policy-making organization made up of representatives from local government and transportation authorities. Planning staff continued to serve on the Technical Coordinating Committee for the GUAMPO in 2008. Federal highway and transit statutes require, as a condition for spending federal highway or transit funds in urbanized areas, the designation of MPO's which have responsibility for planning, programming and coordination of federal highway and transit investments. The members of the Greenville Urban Area MPO include the City of Greenville, the Towns of Winterville and Ayden, the Village of Simpson, and surrounding areas of Pitt County. Map 1 shows the GUAMPO boundary.

Mid-East Rural Planning Organization (RPO)

Rural Planning Organizations were created by the NC Department of Transportation to complement the Metropolitan Planning Organizations. RPO's are meant to provide its members a unified voice in transportation planning efforts in the rural areas of the state. The Mid-East Rural Planning Organization was chartered on May 21, 2002 with the goal of providing the rural areas of Beaufort, Martin and Pitt Counties an opportunity to work together with the North Carolina Department of Transportation in both short and long range transportation planning on a regional basis. Functions of the RPO include developing long-range local and regional transportation plans; providing a forum for public participation in the transportation planning process; and developing and prioritizing suggestions for transportation projects for the Transportation Improvement Program (TIP). Members of the Pitt County Planning staff serve on the Technical Coordinating Committee for the Mid-East Rural Planning Organization.

During 2008, the Technical Coordinating Committee updated its list of project priorities for the 2009-2015 Transportation Improvement Program. During this process, project lists were submitted by each county. A project prioritization process was created to rank these highway projects. A sub-committee was also formed, which consisted of two TCC members from each county. The purpose of this committee was to prioritize rank the projects in order of importance to the RPO. Pitt County ranked the Southwest Bypass as its top priority. Other projects that were listed and are located in Pitt County is the Northeast Bypass (2nd), widening of NC 33 to Tarboro (3rd), improve NC 903 North and provide a safer and more efficient intersection (At NC 30) by realigning the existing left turn lane (4th) and improving the intersections from Hope Middle School to Black Jack-Grimesland Road (5th).



The North Carolina Department of Transportation detail map of the proposed Southwest Bypass.

STAFF ACTIVITIES AND DEVELOPMENT

In 2008 our staff participated in various public presentations, conferences and interacted with numerous committees. Listed below are *some* examples of such activities, along with important accomplishments.

Major Departmental Accomplishments

- ❖ Assisted NC Division of Community Assistance with development and adoption of land use plans for the Town of Grimesland and the Village of Simpson.
- ❖ Developed draft amendments for Zoning Ordinance to clarify the landscaping requirements of the Highway Corridor Overlay District. Adopted on August 18, 2008 by Board of County Commissioners.
- ❖ Developed draft amendments for Subdivision Ordinance, including policy on notifying property owners.
- ❖ Provided technical assistance to Town of Farmville with a request to extend the Town's extraterritorial jurisdiction.
- ❖ Submitted annual Tar-Pamlico Stormwater Management report to Division of Water Quality in October, 2008.
- ❖ Coordinated a North Carolina American Planning Association Section 5 Workshop with approximately 65 attendees.
- ❖ Applied for and awarded \$50,000 grant to update the County's Multi-jurisdictional Hazard Mitigation Plan.
- ❖ Held the annual Countywide Community Development Information Session which was attended by approximately 150 citizens.
- ❖ Assisted with the development of the 10-year plan to end chronic homelessness.
- ❖ Assisted with development of a new permitting software system called PASS.
- ❖ Assisted with District County Park development; abandoned property cleanup; Contentnea Creek snagging project; non-encroachment floodplain study; Emorywood drainage project; and Census 2010.
- ❖ Awarded Clean Water Management Trust Fund Grant to study stormwater impacts on Swift Creek/Fork Swamp.

Public Presentations and Meetings

Environmental Education Demonstrations
GIS Day and Geography Awareness Week
Golden K Kiwanis Club
Greenville Urban Area Metropolitan Planning Organization meetings
Greenville-Pitt County Chamber of Commerce Leadership Institute
Pitt County Citizens Academy
East Carolina University Planning Department Mentor Program
NCAPA Eastern Regional Meeting
Town of Grimesland Board meetings
Town of Ayden Board meetings
Town of Bethel Board meetings
Town of Grifton Board meetings
Town of Winterville Board meetings
Village of Simpson Board meetings

Conferences and Workshops Attended

Carolina URISA Conference
Clean Water Trust Fund Meeting
Division of Water Quality Meeting
Eastern Regional Economic Development Meeting
Floodplain Management Training Session
Local Soil Erosion & Sedimentation Programs Workshop
Metropolitan Planning Organization (MPO) Conference
National Community Development HUD 15th Anniversary Celebration
National Flood Insurance Program Workshop
North Carolina American Planning Association Annual Conference
North Carolina American Planning Association Water Resources Conference
North Carolina Association of Floodplain Managers Conference
North Carolina Department of Transportation Meeting
North Carolina East Coast Greenway Meeting
North Carolina Environmental Conference
North Carolina GIS Conference
South Carolina Hazard Mitigation Conference
North Carolina Thinking Ahead Regional Forum
Southwest Bypass Meeting
Stormwater Implementation Workshop

Committee Representation

Beaver Management Assistance Program Oversight Committee
GIS Steering Committee
HOME Consortium
NC Association of Floodplain Managers Board of Directors
NC Interagency Council for Coordinating Homeless Programs
Pitt County Continuum of Care for Housing Programs
Pitt County District Park Committee
Pitt County Safety Committee
Pitt County Walking Trails Committee
Pitt County Website Committee
Safe Communities Coalition's CRASH Task Force
Stormwater Advisory Committee for the City of Greenville
Tar-Pamlico River Basin Stormwater Committee
Technical Coordinating Committee (TCC) - Greenville Area MPO and Mid-East RPO
Greenville's Bike Friendly Task Force
Pitt County Schools Growth Management Committee
NC Secretary of State's Land Records Advisory Committee

PITT COUNTY PLANNING IN 2009

The Pitt County Planning Department facilitated numerous changes during 2008, including revisions to the Zoning and Subdivision Ordinance, development of the 10- year Plan to End Chronic Homelessness, and assistance with the development of the Town of Grimesland and Village of Simpson's Land Use Plans. As always, Pitt County Planning Staff seeks to provide better, more efficient service to the public. Below are some the projects that the Department will be working on and continuing during 2009.

Major Projects & Activities

- Update of the 2004 Multi-jurisdictional Hazard Mitigation Plan
- Develop NC 43 South Corridor Plan
- Conduct Outdoor Advertising Sign Inventory
- Implement New Permitting Software
- Implement 10-Year Plan to End Chronic Homelessness
- Census 2010

Ongoing Staff Activities

- Development Review
- Zoning Enforcement
- Soil Erosion and Sedimentation Control Administration
- Stormwater Management
- Affordable Housing Administration
- Continuum of Care
- Flood Damage Prevention Regulation Administration
- Maintenance/Lease of HMGP Properties
- Beaver Management Assistance Program
- GIS Coverage Update/Map Production
- Maintenance of Countywide Address Database
- Voter District Verification for Board Applicants
- Road Sign Assembly, Installation and Maintenance
- MPO/RPO Technical Coordinating Committees
- Safety Committee
- Census Data Requests
- Website Maintenance and Enhancements
- Monthly Reports and NCAPA News
- Safe Communities Coalition/CRASH