

AN ORDINANCE AMENDING THE KILL DEVIL HILLS TOWN CODE,
CHAPTER 150, BUILDING REGULATIONS

BE IT HEREBY ORDAINED BY the Kill Devil Hills Board of Commissioners that Chapter 150, Building Regulations, of the Kill Devil Hills Town Code, shall be amended by adding the underlined language and deleting the following stricken language to the sections identified below, as follows:

CHAPTER 150: BUILDING REGULATIONS

Section

General Provisions

- 150.01 Compliance with zoning regulations; setback certification
- 150.02 Moving buildings
- 150.03 Certificate of occupancy
- 150.04 Construction prohibited in certain areas
- 150.05 Building Inspector
- 150.06 Building Code

Permits and Licenses

- 150.20 Building permit required
- 150.21 Site plan; surety bond
- 150.22 Sand hauling
- 150.23 Permit for land-disturbing activity
- 150.24 Expiration
- 150.25 Permit and development review fees
- 150.26 Development review fees
- 150.27 Building permit fees

150.28 Transportation license; surety bond; failure to repair public property

150.29 Development review and building permit information

Uniform Street Address System

150.40 Established

150.41 Base streets

150.42 Directional prefixes

150.43 Diagonal streets

150.44 Numbering of blocks

150.45 Determination of intervals and addresses

150.46 Address assignment

150.47 Placement of numbers and letters

150.48 Address record book

150.49 Compliance with subdivision regulations

150.50 Duplicate names

GENERAL PROVISIONS

§ 150.01 COMPLIANCE WITH ZONING REGULATIONS; SETBACK CERTIFICATION.

(A) All construction and additions to present buildings must conform to the requirements of Ch. 153 [and Chapter 151](#).

(B) After foundation installation, no work shall continue until the person holding the building permit presents to the Building Inspector an "as built foundation" survey by a registered surveyor which affirmatively shows that the building or structure is located in accordance with the application for the permit and that the front, side and rear line setbacks, as well as other requirements of this chapter, have been complied with and that such structure is properly located on its lot or parcel of land in accordance with this chapter.

(^c88 Code, § 4-1) (Ord. passed 12-14-87) Penalty, see § 10.99

§ 150.02 MOVING BUILDINGS.

(A) *Into town.* Before any building shall be moved into the town, it shall be inspected by the Building Inspector and shall meet construction standards for buildings located within the town prior to the issuance of a building permit.

(B) *Within town.* Before any house shall be moved from any place in town to another place within the town, it must have been inspected by the Building Inspector and received a written permit to so move the building.

(^88 Code, § 4-2) (Ord. passed 12-14-87)

Statutory reference:

Moving permit required, see G.S. § 160A-417

§ 150.03 CERTIFICATE OF OCCUPANCY.

No building or structure within the town shall be occupied for human habitation, commercial use or other use until the person holding the building permit has affirmatively shown the Building Inspector that the conditions required by all applicable town codes, site plans and building permits have been complied with, including an as built survey of improvements. Upon such an affirmative showing and upon paying the appropriate fee, which shall be kept on file in the office of the Building Inspector, the Building Inspector is authorized to issue a certificate of occupancy.

(^88 Code, § 4-3) (Ord. passed 12-14-87) Penalty, see § 10.99

§ 150.04 CONSTRUCTION PROHIBITED IN CERTAIN AREAS.

(A) No person shall build upon any lot or parcel that abuts a dedicated street right-of-way that is designated as unimproved by the current year's Powell Bill Map.

(B) No person shall build upon a lot or parcel that does not have public water available at street- side.

(C) No person shall build upon any lot or parcel in violation of any other applicable section of this chapter.

(^88 Code, § 4-4) (Ord. passed 12-14-87) Penalty, see § 10.99

§ 150.05 BUILDING INSPECTOR.

(A) *Office created; appointment; designation of duties.* The office of Building Inspector is created. The Town Manager shall appoint the Inspector and designate the general duties of the Building Inspectors.

(^88 Code, § 4-41)

(B) *Powers.* The Building Inspector shall possess all the power conferred and perform all the duties prescribed by state law. He shall possess such further power and perform such further duties as may be prescribed by the Board. The Inspector or his deputies shall have the right to enter at all reasonable times any building, structure or premises within the town for the purposes of inspecting or in the performance of his duties, upon presentation of proper credentials as provided in ~~G.S. §§ 160A-420 and 160A-424~~ [NCGS §160D-1113 and NCGS §160D-1117.](#)

[\(C\) The Building Inspectors shall comply with Conflict of Interest standards in 153.364 of the Town Code.](#)

(^88 Code, § 4-42)

(Ord. passed 12-14-87)

150.06 DUTIES AND RESPONSIBILITY OF THE CODE COMPLIANCE OFFICER

(A) Enforcement within their planning and development regulations jurisdictions State and local law relating to:

- (1) Construction of building and other structures;**
 - (2) Installation of such facilities as plumbing systems, electrical systems, heating systems, refrigeration systems, and air conditioning systems;**
 - (3) The maintenance of buildings and other structures in-s a safe, sanitary, and healthy condition;**
 - (4) All chapters of the Town Code related to building, nuisance, and development regulations;**
 - (5) Performing inspections in accordance with 160D-1104(c)-(f);**
 - (6) Other matters that may be specified by the Board of Commissioners.**
- (NCGS §160D-1104)**

§ 150.06-07 BUILDING CODE.

(A) Adopted.

(1) The North Carolina State Building Code, Volume I, General Construction; Volume I-A, Administration and Enforcement; Volume I-C, Accessibility Code; Volume II, Plumbing; Volume III, Mechanical; Volume IV, National Electric Code; Volume V, Fire; Volume VI, Gas; Volume VII, Residential; Volume VIII, Modular Construction Regulations, Regulations for Manufactured/Mobile Homes; Volume IX, Existing Buildings; and Volume X, Energy, as now in effect or as may be subsequently amended, are adopted by reference as if set forth fully herein as the Building Code of the town. It is adopted to the extent such code is applicable for safe and stable design, methods of construction, minimum standards and use of materials in buildings or structures erected, enlarged, altered, repaired or otherwise constructed or reconstructed after December 14, 1987.

(a) Appendix M, International Residential Code/NC, as amended.

(2) A member of the Town Planning and Inspections Department, certified by the North Carolina Code Qualifications Board, shall administer and enforce the provisions of the North Carolina State Building Code, except that in accordance with Ch. 95 of this code, the Fire Department shall administer and enforce the provisions of Volume 5, Fire Prevention.

(^88 Code, § 4-61) (Ord. passed 12-14-87; Am. Ord. 91-01, passed 5-13-91; Am. Ord. 05-10, passed 6-22-05; Am. Ord. 09-05, passed 5-27-09; Am. Ord. 11-03, passed 1-26-11)

(B) Penalties for violation.

(1) Notwithstanding anything else to the contrary in this chapter, if any building or structure is erected, constructed, reconstructed, altered, repaired, converted or maintained, or any building, structure or land is used in violation of this chapter, the Building Inspector, or any appropriate authority, in addition to other remedies, may institute any appropriate action or proceeding to prevent such unlawful erection, construction, reconstruction, alteration, repair, conversion, maintenance or use to restrain, correct or abate such violation, to prevent the occupancy of such building, structure or land or to prevent any illegal act, conduct, business or use in or about such premises.

(2) Violation of the provisions of these regulations shall be a misdemeanor under G.S. § 14-4, and each days continuing violation shall be a separate offense. Notwithstanding the criminal penalties, the Building Inspector or the Zoning Administrator may institute a civil action against the offender seeking enforcement by appropriate equitable remedy, injunction and order of abatement or by any remedy authorized by G.S. §§ 160A-175 and ~~160A-389~~ 160D-1119, as amended.

(3) Enforcement.

(a) Any work or activity subject to regulations pursuant to this chapter or other applicable local development regulations or any State law delegated to the local government undertaken in substantial violation of any State to local law, or in a manner that endangers life or property, staff may order that work or activity to be immediately stopped.

(b) When an activity is undertaken in violation of the development regulations adopted pursuant to this chapter or other local development regulations or any State law delegated to the local government for enforcement purposes a Notice of Violation can be issued in accordance with Chapter 10.99. Notice of Violation shall be posted on the property.

(88 Code, § 4-62) (Ord. passed 12-14-87)

Statutory reference:

Authority of town to adopt building code, see G.S. § 143-138

Violations, see G.S. § 143-138(h)

Authority of town to adopt building code by reference, see G.S. § 160A-76

Police power, see G.S. §§ 160A-174 et seq.

Permits generally, see G.S. §§ ~~160A-417~~ 160D-110 et seq.

Authority of town to set and enforce standards, see G.S. §§ ~~160A-441~~ 160D-1104 et seq.

PERMITS AND LICENSES

§ 150.20 BUILDING PERMIT REQUIRED.

No person shall commence construction of any kind within the town without first securing a permit from the Planning and Inspections Department therefor and in accordance with development review and building permit fee schedules.

(^c88 Code, § 4-81) (Ord. passed 12-14-87) Penalty, see § 10.99

§ 150.21 SITE PLAN; SURETY BOND.

(A) A site plan shall be submitted before a permit to build will be issued.

(B) At the time of application for a building permit for construction within the town, the applicant shall, in addition to obtaining a building permit as provided for by § 150.20 and paying any required fees, exhibit a bond as provided for by § 150.28 guaranteeing that such construction will not damage streets, water lines, sewer lines or other utilities or public facilities during the period of such construction. At the time of the issuance of an occupancy permit for such construction, the Building Inspector shall certify and record in his records whether or not any public facilities have been damaged during construction. If such damage has occurred on or about the premises upon which construction has been made and the public facilities adjacent thereto, then the Building Inspector shall proceed in accordance with § 150.06(B) and shall not issue an occupancy permit until such damage has been paid for or repaired.

(C) This section shall apply to all construction of any kind, nature or description in which the public facilities, such as streets, water lines, sewer lines or other public facilities, are used as a means of ingress and egress to and from such construction site.

(^c88 Code, § 4-82) (Ord. passed 12-14-87)

Statutory reference:

Protection of underground utilities, G.S. §§ 87-100 et seq.

Maintenance of streets by municipalities, see G.S. § 136-66.4

Power to regulate use of streets, see G.S. § 160A-296(a)

§ 150.22 SAND HAULING.

(A) A contractor must obtain written permission from the property owner for hauling sand prior to any issuance of a permit. Contractors owning property from which sand is removed shall obtain a sand hauling permit, which shall be issued subject to the regulations of the State Division of Mining and Quarry. The contractor is responsible for availing himself of these regulations by contacting such agency.

(B) The procedure for obtaining and hauling sand shall be as follows:

- (1) Dunes shall be rounded off to prevent any dangerous areas of cave-in or steep incline;
- (2) Sand shall be hauled from a level no lower than the adjoining street elevation;
- (3) All streets used in hauling shall be maintained and repaired if they are damaged by hauling; and

(4) Hauling shall be done on weekdays between the hours of 8:00 a.m. and 5:30 p.m. and between 9:00 a.m. and 1:00 p.m. on Saturdays.

(`88 Code, § 4-83) (Ord. passed 12-14-87)

Statutory reference:

Division of Mining and Quarry, see G.S. §§ 74-24.1 et seq.

Mining regulations generally, see G.S. §§ 74-46 et seq.

"Minerals" includes "sand" under mining regulations, see G.S. § 74-49(6)

Underground Damage Prevention Act, see G.S. §§ 87-100 et seq.

§ 150.23 PERMIT FOR LAND-DISTURBING ACTIVITY.

No person shall conduct any land-disturbing activity upon any property within the town without first obtaining a written permit from the Building Inspector, which shall be valid for a period of 60 days. Within 30 days from the expiration date of the permit, the applicant shall seed or plant the disturbed area to minimize the erosion of the entire site.

(`88 Code, § 4-84) (Ord. passed 12-14-87) Penalty, see § 10.99

Statutory reference:

Regulation of land-disturbing activity; Sedimentation Pollution Control Act of 1973, see G.S. §§ 113A-50 et seq.

§ 150.24 EXPIRATION.

A permit issued for work under this chapter shall expire by limitation six months after the date of issuance if the work authorized has not commenced. If after commencement the work is discontinued for a period of 12 months, the permit therefor shall immediately expire. No work authorized by any permit that has expired shall thereafter be performed until a new permit has been secured.

(`88 Code, § 4-85) (Ord. passed 12-14-87)

§ 150.25 PERMIT AND DEVELOPMENT REVIEW FEES.

(A) The town shall charge development review fees and building permit fees not to exceed the actual expenditures required to effectively administer and review plats and site plans, the performance of inspections and other related services, as set out in §§ 150.26 and 150.27, but may be amended upon due notice and hearing as may be deemed necessary by the Board. The commercial land-use area concept shall be used to assess outdoor areas proposed for commercial activities, whether separate or in combination with a structure. Assessable land-use areas include all areas proposed for commercial activities.

(B) All development review fees shall be paid in full, prior to acceptance of a site plan for review by the Planning and Inspections Department.

(`88 Code, § 4-86) (Ord. passed 12-14-87)

§ 150.26 DEVELOPMENT REVIEW FEES.

The development review fee schedule shall be kept on file in the office of the Town Clerk.

(`88 Code, § 4-87) (Ord. passed 12-14-87)

§ 150.27 BUILDING PERMIT FEES.

All building permit fees shall be paid, along with all other required town fees, prior to the issuance of any permit. All permits shall be consistent with the North Carolina Uniform Building Code. The fee schedule shall be kept on file in the Town Clerk's office.

(`88 Code, § 4-88) (Ord. passed 12-14-87)

§ 150.28 TRANSPORTATION LICENSE; SURETY BOND; FAILURE TO REPAIR PUBLIC PROPERTY.

(A) Any person engaged in the contracting business within the town and constructing or reconstructing buildings or structures, driveways, streets, installing water lines or any other type of exterior construction which includes any type of transportation to and from the site of construction upon the town's streets, highways or access areas shall obtain a license from the town, pay the appropriate fee and furnish to the town a surety bond in the minimum amount of \$5,000, which bond shall guarantee that the licensee will repair at his expense any damage caused to public facilities belonging to the town. Such damage shall be repaired at the expense of the licensee within 30 days from notice from the Building Inspector.

(B) If such licensee does not make such repairs as requested, the licensee and his bondsman shall be duly notified by certified mail, return receipt requested, of the cost of such repair as determined by the town. The licensee and his bondsman shall be liable for such costs as determined by the town. Levy of such penalty shall be enforceable by a legal action instituted by the town for the recovery of such damages. Any licensee who fails to pay or whose bondsman fails to pay such damages as assessed by the town shall not be permitted to apply for or secure a building permit for construction within the town during the period of his forfeiture.

(`88 Code, § 4-89) (Ord. passed 12-14-87)

Statutory reference:

Protection of underground utilities, see G.S. §§ 87-100 et seq.

Maintenance of streets, see G.S. § 136-66.4

Authority to regulate and license trades, see G.S. § 160A-194

Power to regulate use of streets, see G.S. § 160A-296

§ 150.29 DEVELOPMENT REVIEW AND BUILDING PERMIT INFORMATION.

Current building permit and development review fee schedules and procedural requirements information shall be kept on file in the office of the Town Clerk.

(`88 Code, § 4-90) (Ord. passed 12-14-87)

§150.30 INSPECTIONS.

Local inspectors shall make as many inspections thereof as necessary to stratify that the work has been done according to the provisions of any applicable State and local law and of the terms of the permit. The inspector shall have the right to enter on any premises with the jurisdiction of the Planning and Inspections Department at all reasonable hours for the purpose of inspection or other enforcement action, upon presentation of proper credentials. Any inspection performed under the authority of this chapter shall be subject to the restriction names in N.C.G.S. §160D-403. (N.C.G.S. §160-1113)

UNIFORM STREET ADDRESS SYSTEM

§ 150.40 ESTABLISHED.

(A) There is established a uniform street address system by which all vacant parcels, lots and tracts of land fronting on all streets, avenues and public rights-of-way in the town and all houses and other buildings shall be numbered.

(B) A Street Address Committee is created consisting of the Mayors of the Towns of Kill Devil Hills, Kitty Hawk and Nags Head or their duly appointed representatives. This Committee will recommend street name changes to the towns and act on questions of implementation of the street address system.

(`88 Code, § 18-106) (Ord. passed 4-18-83)

§ 150.41 BASE STREETS.

Ocean Bay Boulevard in Kill Devil Hills shall constitute the baseline for numbering principal buildings and vacant parcels, lots and tracts of land along all streets running in a northerly and southerly direction. Croatan Highway shall constitute the baseline for numbering buildings and vacant parcels, lots and tracts of land along all streets running in an easterly and westerly direction.

(`88 Code, § 18-107) (Ord. passed 4-18-83)

§ 150.42 DIRECTIONAL PREFIXES.

Each northerly and southerly street south of Ocean Bay Boulevard shall be assigned the prefix "South." Each northerly and southerly street north of Ocean Bay Boulevard shall be assigned the prefix "North." Each easterly and westerly street west of Croatan Highway shall be assigned the prefix "West." Each easterly and westerly street east of Croatan Highway shall be assigned the prefix "East."

(`88 Code, § 18-108)

§ 150.43 DIAGONAL STREETS.

All buildings and vacant parcels, lots and tracts of land on diagonal streets shall be numbered as though they are on northerly and southerly streets if the diagonal runs predominantly north to south. All buildings and vacant parcels, lots and tracts of land on diagonal streets shall be

numbered as though they are on easterly and westerly streets if the diagonal runs predominantly east to west. All diagonal streets having a deviation of exactly 45 degrees from a line running exactly north and south shall be considered as northerly and southerly streets.

(`88 Code, § 18-109)

§ 150.44 NUMBERING OF BLOCKS.

(A) Each block shall be numbered consecutively from the baseline beginning with the number one. For example, the first block from the baseline is numbered one and the second block is numbered two. A block generally shall be considered the area encompassed by streets. If vacant land fronts a street uninterrupted for several hundred feet, the vacant land may be considered as more than one block. The Street Address Committee shall determine the number of blocks into which the vacant land is divided based upon the length of adjoining blocks, the layout of the streets in the area and future development plans. If a block encompassed by streets is very small, the Street Address Committee may combine the small block with an adjoining block for the purpose of numbering.

(B) All vacant parcels, lots, tracts of land and principal buildings facing streets not extending through to the baseline shall be assigned the same relative block numbers as if the street did extend to the baseline.

(`88 Code, § 18-110)

§ 150.45 DETERMINATION OF INTERVALS AND ADDRESSES.

(A) Beginning at the end of the block nearer the baseline, each 50-foot interval within each block shall be assigned two-digit numbers beginning with 00. Existing lots of less than 50 feet in width shall be numbered as though they were 50 feet wide. All numbers assigned to the west or north side of a street shall be even numbers. All numbers assigned to the east or south side of a street shall be odd numbers.

(B) The block and interval number shall be joined to constitute the address number; for example, Block 2, interval 09 will create 209.

(C) Where any building has more than one unit serving separate occupants, a separate internal number shall be assigned to each unit serving a separate occupant, provided such building occupies a lot, parcel or tract having a frontage equal to or greater than 50 feet for each unit. If the building is not located on a lot, parcel or tract which would permit the assignment of one number to each such unit, a single number shall be assigned to the building and letters shall be used to identify the individual units.

(`88 Code, § 18-111) (Ord. passed 4-18-83)

§ 150.46 ADDRESS ASSIGNMENT.

When the survey required by the ordinance of April 18, 1983 has been completed and each principal structure has been assigned its respective number, the owner shall place or cause to be placed upon each principal structure owned by him the numbers and letters assigned under the uniform system as provided in this subchapter.

(‘88 Code, § 18-112) (Ord. passed 4-18-83)

§ 150.47 PLACEMENT OF NUMBERS AND LETTERS.

(A) Street address numbers, and letters as required, shall be placed on lots fronting new streets within 90 days of acceptance of such street by the town.

(B) The numbers, and letters when required, shall be conspicuously placed on the side of the structure facing the street or between the structure and the street so as to be seen plainly from the street. Whenever any structure is situated more than 100 feet from the street, the numbers shall be placed near the street next to the walk, driveway or entrance to such structure.

(C) The numbers, and letters when required, shall be at least three inches in height and contrast in color with their background.

(D) Whenever any house, building or structure is to be erected or located in the town after August 31, 1984 in order to preserve the continuity and uniformity of the street address system, it shall be the duty of the owner to procure the correct numbers, and letters when required, and to fasten them upon such structure(s) as provided by this subchapter. No building permit shall be issued for any construction, repair, alteration or modification until the owner has ascertained the official address of the premises. Final approval of any structure erected, repaired, altered or modified after the effective date of this subchapter shall be withheld by the Building Inspector until permanent and proper numbers, and letters when required, have been affixed to such structure.

(‘88 Code, § 18-113) (Ord. passed 4-18-83; Am. Ord. passed 6-11-84) Penalty, see § 10.99

§ 150.48 ADDRESS RECORD BOOK.

For the purpose of facilitating correct numbering, a plat book of all streets, avenues and public rights-of-way within the town showing the proper numbers for all structures and property shall be kept on file in the Town Hall. These plats shall be open to inspection by all persons during the office hours of the Town Hall.

(‘88 Code, § 18-114) (Ord. passed 4-18-83)

§ 150.49 COMPLIANCE WITH SUBDIVISION REGULATIONS.

Every subdivision plat submitted to the town for approval after the effective date of this subchapter shall bear upon its face proper names of any and all streets, avenues and public rights-of-way and the proper addresses of all lots. No street name shall duplicate or be phonetically similar to the name of an existing street used elsewhere in the Towns of Nags Head, Kitty Hawk or Kill Devil Hills.

(‘88 Code, § 18-115) (Ord. passed 4-18-83)

Cross-reference:

Subdivisions, see Ch. 152

§ 150.50 DUPLICATE NAMES.

In the case of duplicate use of names for existing streets in the Towns of Nags Head, Kitty Hawk and Kill Devil Hills, street names shall be changed by the respective governing board upon the recommendation of the Street Address Committee based upon the following criteria:

- (A) Length of the street;
- (B) Length of time the street name has been used;
- (C) Number of residences and businesses along the street;
- (D) Historical significance of the street name, if any; and
- (E) Significance of the street name to a particular theme.

('88 Code, § 18-116) (Ord. passed 4-18-83)

This amendment to Chapter 150, Building Regulations, shall be in full force and effect from and after the _____ day of _____, 2021. Adopted and approved by the Board of Commissioners of the Town of Kill Devil Hills at a regular meeting held on the _____ day of _____, 2021, by a vote of _____ in favor and _____ opposed.

SEAL

Ben Sproul
Mayor

ATTEST:

James Michael O'Dell
Deputy Town Clerk

APPROVED AS TO FORM:

Casey C. Varnell
Town Attorney

The undersigned hereby certifies that the foregoing official amendment, designated AN ORDINANCE AMENDING CHAPTER 150, Building Regulations was placed in the Kill Devil Hills Town Code Book on the _____ day of _____, 2021 at _____ .m.

James Michael O'Dell
Deputy Town Clerk