

Town of Holden Beach, North Carolina

**BEACH ACCESSWAY**

A recent survey showing the proposed accessway drawn to a scale must be attached with this application. If replacing in the same footprint a materials list must be provided.

**Section 1: Basic Data (Information to be provided by applicant)**

Homeowners name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Holden Beach Property Address: \_\_\_\_\_

Parcel Number: \_\_\_\_\_

Permanent Mailing Address: (Print "SAME" if local address applies)

Street Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Homeowner Email: \_\_\_\_\_

Name of Authorized Representative (if any): \_\_\_\_\_

Contractor who will perform work: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

Contractor Address: \_\_\_\_\_

NC State Contractor's License Number: \_\_\_\_\_ Email: \_\_\_\_\_

**Zoning District of Property (Check one):**

Residential (R-1 Zone) \_\_\_\_\_ Residential (R-2 Zone) \_\_\_\_\_ Commercial (C-1 Zone) \_\_\_\_\_

**Work Classification to be Performed (check one) and Value:**

New \_\_\_\_\_ Alteration \_\_\_\_\_ Repair \_\_\_\_\_ **List scope of work in detail on the back side of the application.**  
\$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_

**Property Use (Check below)**

Single Family \_\_\_\_\_ Two Family \_\_\_\_\_ Condominium \_\_\_\_\_ Townhouse \_\_\_\_\_

Other \_\_\_\_\_ Description \_\_\_\_\_

**Accessory Construction**

Walkway: \_\_\_\_\_ Steps: \_\_\_\_\_ Other: \_\_\_\_\_ Describe in detail: \_\_\_\_\_

How wide is the accessway? \_\_\_\_\_

How far from the underside of the walkway that crosses the frontal dune is it to the crest of sand? \_\_\_\_\_

Total length of new section of walkway? \_\_\_\_\_

**Section 2: Conditions and Acceptance**

1. I, as the owner or agent, understand that the repairs or replacements are to be built according to the specifications of the North Carolina Building Code and Town Ordinance 24-10 amending section 94.03 (see other side).
2. Separate permits are required for work that involves electrical, plumbing, heating, ventilation or air conditioning installation.
3. This permit becomes null and void if work or construction authorized has not begun within six months from the date of this permit or construction or work is suspended or abandoned for a period of one year at any time after the start of work.
4. A final inspection is required when construction is complete.

**PRIOR TO PERMIT APPROVAL, THE APPLICANT MUST ATTEST TO THE FOLLOWING STATEMENT:**

"I certify that the information submitted above in Section 1 is true and factual to the best of my knowledge and that I have read and understand the conditions as stated in Section 2. I also understand that all provisions of law and ordinances governing the type of work applied for will be complied with, whether specifically specified herein or not. Finally, I understand that the granting of this permit does not presume to give me the authority to violate or cancel provisions of any other state or local law regulating construction of the performance of construction".

Signature of Owner or Agent: \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name as Above: \_\_\_\_\_

Building Inspectors Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**ORDINANCE 24-10**  
**AN ORDINANCE AMENDING THE HOLDEN BEACH CODE OF ORDINANCES, SECTION 94.03**  
**FRONTAL DUNE POLICIES AND REGULATIONS AND CHAPTER 157: ZONING CODE**

**BE IT ORDAINED BY** the Mayor and Board of Commissioners of the Town of Holden Beach, North Carolina, that Section 94.03 Frontal Dune Policies and Regulations and Chapter 157: Zoning Code be amended as follows.

**Section One:** Amend Section 94.03 Frontal Dune Policies and Regulations as follows (changes in blue):

**§ 94.03 FRONTAL DUNE POLICIES AND REGULATIONS**

(A) Definition. For the purpose of this section, town's FRONTAL DUNES shall mean the dunes designated by the town's designee as the "frontal dunes"; otherwise, they are the first mounds of sand located landward of the ocean beach with sufficient vegetation, height, and configuration to offer protection from ocean storms. Considering the fact that oceanfront property limits extend to the mean high water mark, the frontal dune may be located on private property. The town's FRONTAL DUNE although similar may be different than the state's CAMA designated dune, so as to be located closest to the structure as possible to encourage maximum buffer from hazard.

(B) Purpose of the frontal dune. It is desirable to maintain a continuous frontal dune along the ocean-front of the island, extending from Lockwood Folly Inlet to Shallotte Inlet. A continuous frontal dune thus maintained provides a single, ocean water surge flood control structure that serves to mitigate the effects of storms, that could by their very nature cause damage to public and private property. It is the intent of the town that the frontal dune be maintained to standard specifications and by sand renourishment, so that the above-mentioned protection can be provided.

(C) Frontal dune policy and regulations. The following policies and regulations apply: (penalty for failure to adhere is \$500.00 per violation).

(1) It shall be unlawful for any person or vehicle to cross the designated frontal dune, except for official town business or emergency access, unless such crossing is over a town approved ramp and/or stairs.

(2) Frontal dune policy and restrictions.

(a) Whenever property owners elect to construct a walkway across the frontal dune on their property, to provide pedestrian access to the beach strand, the following specifications shall apply. (Note: the same criteria applies when property owners seek to apply for town approval of an encroachment agreement to construct a walkway over public property adjacent to their residence.)

1. The walkway shall be constructed only of building materials approved by the North Carolina Residential Building Code. The walking passageway shall be no wider than four feet. The underside of the walkway across the frontal dune shall be a minimum of 18 inches and a maximum of 36 inches above the crest of the sand. Exception: Town owned CAMA accessways may utilize a six-foot walkway.

2. The first step down to the beach strand shall be placed no farther seaward than the beginning of the downward slope of the CAMA frontal dune.

3. Steps shall be of open tread construction with a maximum riser height of eight and one-quarter inches and a minimum tread depth of nine inches, and shall meet the requirements of the North Carolina Residential Building Code.

4. In accordance with North Carolina State Division of Coastal Management's enforcement of the Coastal Area Management Act (CAMA), the walkway access to the beach strand over the frontal dune shall be conclusively presumed to entail negligible alteration of the dune. In no case shall the walkway be permitted if it will, in the opinion of the Local CAMA Permit Officer, diminish the dune's capacity as a protective barrier against flooding and erosion.

5. Except for handicap ramps, steps from the walkway to the beach strand shall be placed only perpendicular to the frontal dune line.

~~6. — No structure other than one four foot wide wooden walkway shall be located south of the landward toe of the frontal dune. This applies to decks, gazebos, sitting areas and other additions that a property owner may desire to make to the allowed walkway. Structures (other than the one four foot walkway) that exist when this section is adopted may remain in place temporarily; however, all such structures must be removed no later than December 31, 2003, in order to be in compliance with this section. A building permit is required if there are any repairs needed to walkway load bearing surfaces, such as supporting posts. Adding additional lengths to supporting posts shall constitute a repair. Exception: Town owned CAMA accessways may utilize a 6-foot walkway. Exception: Property owners with lots that have more than 300 feet from the seaward toe of the frontal dune to the last line of natural stable vegetation, as determined by the local CAMA officer, may install a single walkway with a maximum width of four feet; the walkway shall be a minimum of three feet high with a maximum height not to exceed four feet; and shall terminate at the last line of natural stable vegetation. Walkways shall be permitted and built in accordance with all federal, state, and local building requirements. Exception: swimming pools maybe located south of the town's designated frontal dune, placement of pools and decking shall not extend more than 50 feet from the established seaward toe of designated frontal dune. This exception only applies when the CAMA dune is more seaward than the town's frontal dune.~~

(b) Showers shall not be located on walkways over the dune south of its landward toe. Shower runoff must not drain onto any portion of the frontal dune or south of the landward toe.

(c) In those instances where a residence or other structure is located directly adjacent to the frontal dune, stormwater runoff from roofs shall be controlled by the property owner so as not to erode sand on any portion of the frontal dune.

(d) Sand fences.

1. The installation of sand fence along the oceanfront, when properly located and erected, is an effective method to control blowing sand which may lead to the formation of dunes. However, when improperly located and erected, sand fencing may interfere with emergency beach access, cause accumulation of debris, and discourage sea turtle nesting.

2. SAND FENCING is defined as a fence normally constructed of untreated and unpainted wood held together with twisted wire, with the fence being nailed to a minimum of one and one-half inch by three and one-half inch (two-by-four) posts that are spaced at intervals not less than five feet and are embedded no more than two feet into the sand, and extending no higher than four feet above grade.

3. No sand fence shall be erected without a no-cost sand fence permit issued by the town Inspections Department. The permit may be requested and returned by mail following completion.

4. All sand fencing shall be installed in individual lengths of ten feet or less, at an angle between 45 and 90 degrees to the shoreline, facing west. The lengths of sand fence will be spaced at least seven feet apart, parallel to each other, to allow sea turtles and pedestrians to pass through. This method of sand fencing encourages sand accretion and minimizes negative impacts to nesting sea turtles.

5. The Building Inspector shall have the authority to summarily remove, abate, or remedy a sand fence determined dangerous or prejudicial to the public safety whether by reason of its location, or its subsequent state of disrepair or damage. Any fence so removed will be delivered to its owner if known, and if not, will be disposed of by the Public Works Department in an appropriate manner.

(e) Property owners are encouraged to vegetate and fertilize the portion of the frontal dune on their property.

(f) An exception to this policy is that ocean front property owners or their agents may traverse on (or over) the specific portion of the frontal dune within the limits of their property (above the mean high water mark), so as to make minor dune repairs, plant vegetation, install sand fencing and otherwise maintain the frontal dune on their property so that it may afford the intended degree of flood protection per this section.

**Section Two:** Add Section 157.024 *Previously Section 94.03(C)(2)(a)(6)* to Chapter 157: Zoning Code as follows:

#### DUNE RESTRICTIONS 157.024

- (A) No structure other than one four-foot wide wooden walkway shall be located south of the landward toe of the CAMA frontal dune, as designated by the local CAMA officer. This applies to decks, gazebos, sitting areas and other additions that a property owner may desire to make to the allowed walkway.
- (B) Structures (other than one four-foot walkway) that exist when this section is adopted may remain in place temporarily; however, all such structures must be removed ~~no later than December 31, 2003~~ if repairs exceed more than 50% of the structural value, in order to be in compliance with this section. ~~A building permit is required if there are any repairs needed to walkway load bearing surfaces, such as supporting posts. Adding additional lengths to supporting posts shall constitute a repair.~~ Exception: town-owned CAMA accessways may utilize a six-foot walkway. ~~Exception: property owners with lots that have more than 300 feet from the seaward toe of the frontal dune to the last line~~

~~of natural stable vegetation, as determined by the local CAMA officer, may install a single walkway with a maximum width of four feet; the walkway shall be a minimum of three feet high with a maximum height not to exceed four feet; and shall terminate at the last line of natural stable vegetation.~~

- (C) Walkways shall be permitted and built in accordance with all federal, state and local building requirements.
- (D) ~~Exception:~~ swimming pools may be located south of the town's designated frontal dune, placement of pools and decking shall not extend more than 50 feet from the established seaward toe of designated frontal dune. This exception only applies when the CAMA dune is more seaward than the town's frontal dune.

**Section Three:** Amend Section 157.060(D)(10) as follows:

~~§157.060 (D)(10)- Location of accessory buildings.~~ Accessory buildings shall be located not less than five feet from property line. (a) see 157.024.

**Section Four:** Amend Section 157.061(D)(9) as follows:

~~§157.061 (D)(9)- Location of accessory buildings.~~ Accessory buildings shall be located not less than five feet from property line. (a) see 157.024.

**Section Five:** The Town Clerk is directed to forward this ordinance to American Legal Publishing for inclusion in the next published supplement to the Holden Beach Code of Ordinances.

**Section Six:** This ordinance shall be effective on the 19<sup>th</sup> day of June, 2024.

This the 18<sup>th</sup> day of June, 2024.

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J. Alan Holden, Mayor

ATTEST:

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Heather Finnell, Town Clerk