



TOWN OF RICHLANDS
Town Board Meeting
November 18, 2025
6:00 PM
AGENDA

I. Meeting Called to Order by Mayor McKinley Smith

II. Pledge of Allegiance

III. Invocation

IV. Adoption of the Agenda

V. Adoption of the Minutes

1. October 2025 Meeting Minutes

VI. Public Comment

VII. Public Hearings

1. Public Hearing - Subdivision & Zoning Text Amendments
2. Public Hearing - Voluntary Annexation (Carolina Sapphire)
3. Public Hearing - Voluntary Annexation (Primary Land Development)

VIII. Old Business

IX. New Business

1. Employee Oath of Office
2. Proclamation
3. Voluntary Annexation Ordinance (Carolina Sapphire)
4. Voluntary Annexation Ordinance (Primary Land Development)
5. Subdivision and Zoning Text Amendments
6. Subdivision Map Approval
7. Budget Amendments 9 & 10
8. Stormwater Project

X. Administrator Notes and Updates

1. Administrator Notes and Updates

XI. Police Report

1. October 2025 Police Report

XII. Board Member Concerns and Committee Updates

XIII. Personnel

XIV. Closed Session

XV. Adjourn



TOWN OF RICHLANDS
Regular Board Meeting
Agenda Item V. - 1.
October 2025 Meeting Minutes

Description:

October 2025 Meeting Minutes.

Review:

Attached are the minutes for the October 14, 2025 Regular Meeting of the Richlands Board of Aldermen and the October 29, 2025 Special Call Meeting. The Board will also need to adopt the minutes of the closed session from the October 29, 2025 Special Call Meeting.

Action Needed:

Review and adopt the October meeting minutes.

ATTACHMENTS:

Description

- ☐ October 14, 2025 Meeting Minutes
- ☐ October 29, 2025 Special Call Meeting Minutes

TOWN OF RICHLANDS
NORTH CAROLINA

Office of the
Town Clerk
(910) 324-3301
(910) 324-2324 fax
townclerk@richlandsc.gov



Mailing Address:
P.O. Box 245
Richlands, N.C. 28574

The Richlands Board of Aldermen met in Regular Session on October 14, 2025, at 6:00 pm at the Richlands Town Hall. Present for the meeting were:

Mayor McKinley Smith
Alderman Paul Conner
Alderman Kandy Koonce

Alderman Marilyn Bunce
Alderman Kent Painter

Absent: Mayor Pro-Tem Tom Brown

Also present were:

Gregg Whitehead, Town Administrator
Erin Juhls, Town Clerk
Patricia Allen, Administrative Support Specialist

Keith Fountain, Town Attorney
Johnathan Jarman, Public Works Director

Absent: William Horne, Chief of Police

There were 9 citizens present.

I. MEETING CALLED TO ORDER:

Mayor McKinley Smith called the meeting to order at 6:00 pm.

II. PLEDGE OF ALLEGIANCE: Alderman Paul Conner

III. INVOCATION: Mayor McKinley Smith

IV. ADOPTION OF AGENDA:

Gregg Whitehead, Town Administrator, presented the agenda to the Board.

A **motion** was made by Alderman Kandy Koonce seconded by Alderman Paul Conner to adopt the agenda with amendments to New Business. The motion was unanimously carried.

V. ADOPTION OF MINUTES (SEPTEMBER, 2025):

A **motion** was made by Alderman Marilyn Bunce, seconded by Alderman Kandy Koonce to approve the meeting minutes of September 2025 and to approve and seal the closed session minutes. The motion was unanimously carried.

VI. PUBLIC COMMENT:

Arthine Thomas opposed the proposed annexation and rezoning of the Primary Land Development on Gum Branch Road, citing concerns about increased traffic, speeding, and the potential overcrowding of local schools.

VII. PUBLIC HEARING: None

VIII. OLD BUSINESS:

1. PRIMARY LAND DEVELOPMENT:

The item was originally discussed at the August 13, 2025 meeting and the vote on the item was postponed until the developer had a chance to consider and review the option to annex. The developer has submitted a petition to annex the property in question and since the public hearing was held in August, the Board can deliberate and vote on the rezoning ordinance as desired.

Town Administrator Gregg Whitehead presented Ordinance 2025-08 which would rezone Tax Parcel ID 017914 from R-20 Residential and C-3 Commercial to R-6 Residential. This item was discussed by the Planning Board and unanimously approved. The land adjacent to this property is also zoned as R-6.

A **motion** was made by Alderman Marilyn Bunce, seconded by Alderman Kent Painter in favor of the rezoning and to approve Ordinance 2025-08. The motion was unanimously carried.

IX. NEW BUSINESS:

1. TIMED PARKING ORDINANCE:

Town Administrator Gregg Whitehead presented Ordinance 2025-09 which would create eight, 15-minute parking spots along West Hargett Street between the hours of 7:00 am and 8:30 am and between the hours of 2:30pm and 4:00 pm, Monday thru Friday. Alderman Koonce asked at the September Board meeting about creating timed parking spots in the morning and afternoon in front of Precious Resources and Modern Tractor Supply to help the school/childcare center with traffic flow.

Alderman Koonce stated she brought this to the Board because of concerned citizens that have approached her regarding parking on the street.

Town Administrator Gregg Whitehead had concerns on how the timed parking could be regulated.

After some discussion, a **motion** was made by Alderman Marilyn Bunce, seconded by Alderman Kent Painter to table the item until the next meeting. The motion was unanimously carried.

2. **ANNEXATION PETITION (PRIMARY LAND DEVELOPMENT):**

The town received two Petitions Requesting Annexation, the first is from Primary Land Development LLC (Mercer Mills) which would annex 68.62 acres along Gum Branch Road. The second is from Carolina Sapphire LLC which would annex approximately 126.64 acres located along Francktown Road. Town Clerk Erin Juhls has certified that the petitions are valid, and the Board will need to schedule public hearings concerning the annexation requests.

A **motion** was made by Alderman Paul Conner, seconded by Alderman Marilyn Bunce to schedule public hearings for the November meeting. The motion was unanimously carried.

3. **BUDGET AMENDMENT #8:**

Budget Amendment #8 for \$2,500.00 will account for the anticipated increase in utility costs due to the additional streetlights that were approved at the September meeting.

A **motion** was made by Alderman Paul Conner, seconded by Alderman Kent Painter to approve Budget Amendment # 8. The motion was unanimously carried.

4. **SUBDIVISION MAP APPROVAL (REVISED):**

A subdivision map for Ellis Development was tentatively approved at the July 8, 2025 meeting pending that meaning of certain abbreviations on the map were clarified, mainly concerning stormwater control. Ellis Developments has submitted an updated subdivision map that clearly labels the stormwater control areas and shortens a couple of easements from the previous version. However, no changes are made to the actual subdivision of land. The three parcels will be located along Hwy 24/258 and will be the main entrance to the development on the highway side. Since the proposed subdivision creates easements, the Board will need to approve the subdivision per the town's subdivision regulations.

A **motion** was made by Alderman Marilyn Bunce, seconded by Alderman Kandy Koonce to approve the Ellis Development subdivision map. The motion was unanimously carried.

Town Administrator Gregg Whitehead also presented an additional subdivision map. Mr. Eddie Ray Horne would like to cut out a section of his property to build a home for his sister and is creating an easement that gives access to Koonce Fork Road which requires Board approval.

A **motion** was made by Alderman Paul Conner, seconded by Marilyn Bunce to approve the subdivision map as presented. The motion was unanimously carried.

X. **ADMINISTRATOR NOTES AND UPDATES:**

The Town Administrator, Gregg Whitehead, presented a copy of notes and updates to the Board which is incorporated by reference and hereby made part of these minutes. He also reported on the following:

- Reminded everyone of Daylight Savings which ends on November 2nd.
- Also reminded everyone that the November Board meeting was moved from November 11th to November 18th because of Veterans Day.

- The town is still waiting to receive the new Public Works vehicle.
- Asked the Board if they would like to continue the tradition of having the Annual Christmas Party at town hall which the Board agreed to.

XI. POLICE REPORT:

A copy of the Activity Report for September 2025 and is incorporated by reference and hereby made part of these minutes.

XII. BOARD MEMBER CONCERNS AND COMMITTEE UPDATES:

Alderman Marilyn Bunce: Inquired on the status of the possible new police officer. Also informed everyone about the Halloween Hustle 5k on October 25th at 9 am which begins at town hall.

Alderman Paul Conner: Thanked everyone for coming out.

XIII. PERSONNEL: None

XIV. CLOSED SESSION: None

XV. ADJOURN:

With no further business, a **motion** was made by Alderman Marilyn Bunce, seconded by Alderman Paul Conner to adjourn the meeting at 6:42 pm. The motion was unanimously carried.

Respectfully Submitted,

Mayor McKinley Smith

Attest:
Erin Juhls, Town Clerk

TOWN OF RICHLANDS
NORTH CAROLINA

Office of the
Town Clerk
(910) 324-3301
(910) 324-2324 fax



Mailing Address
P.O. Box 245
Richlands, N.C.
28574

The Richlands' Board of Aldermen met for a Special Call Meeting on Wednesday, October 29, 2025 at 6:15 pm at the Richlands Town Hall. The purpose of the meeting was to enter into closed session to consider the qualifications and conditions of appointment of a prospective public officer.

Present for the meeting were:

Mayor McKinley D. Smith
Alderman Marilyn Bunce
Alderman Kent Painter

Alderman Kandy Koonce
Alderman Paul Conner

Absent: Alderman Tom Brown

Also present were:

Gregg Whitehead, Town Administrator
Isaura Flores

Erin Juhls, Town Clerk

There were no citizens present.

I. MEETING CALLED TO ORDER:

Mayor McKinley D. Smith called the meeting to order at 6:15 pm.

II. INVOCATION: Mayor McKinley Smith

III. MEETING BUSINESS:

Town Administrator Gregg Whitehead informed the Board that there is a candidate for the position of Town Administrator for them to interview and then proceed as desired.

A **motion** was then made by Alderman Paul Conner, seconded by Kent Painter to go into closed session to interview a candidate for the position of Town Administrator and proceed as desired. The motion was unanimously carried.

Mayor Smith called the meeting back to order.

No action was taken in closed session.

A **motion** was then made by Alderman Kent Painter, seconded by Alderman Marilyn Bunce to extend a job offer to Chris Roberson. The motion was unanimously carried.

Town Administrator Gregg Whitehead then introduced Ms. Isaura Flores, who will be taking over the Town Clerk/Finance Officer position.

III. ADJOURN:

With no further business, a **motion** was made by Alderman Kent Painter, seconded by Alderman Marilyn Bunce to adjourn the meeting at 7:22 pm. The motion was unanimously carried.

Respectfully Submitted,

Mayor McKinley D. Smith

ATTEST:
Erin Juhls, Town Clerk



TOWN OF RICHLANDS

Regular Board Meeting

Agenda Item VII. - 1.

Public Hearing - Subdivision & Zoning Text Amendments

Description:

Public Hearing - Subdivision & Zoning Text Amendments.

Review:

The Board needs to hold a public hearing in order to hear public comment on proposed text amendments to Chapter 152 (Subdivisions) and Chapter 153 (Zoning) of the Town of Richlands Code of Ordinances. The proposed subdivision and zoning text changes are listed in the attached ordinances.

Action Needed:

Hold the public hearing.

ATTACHMENTS:

Description

- ▣ Ordinance 2025-09
- ▣ Ordinance 2025-10

STATE OF NORTH CAROLINA
TOWN OF RICHLANDS

ORDINANCE
2025-09

Ordinance Amending Official Richlands Subdivision Regulations

Introduced: November 18, 2025
Adopted: _____, 2025

WHEREAS, the Town of Richlands (hereinafter Town), seeks to amend Section 152.069, Streets of Chapter 152: SUBDIVISIONS of the Richlands Code of Ordinances; and

WHEREAS, the proposed Text Amendment have been reviewed and deemed appropriate by the Richlands Planning Board; and

WHEREAS, the Richlands Board of Aldermen has posted the required notice and a public hearing for the proposed Text Amendments was held on November 18, 2025; and

NOW, THEREFORE, BE IT ORDAINED:

SECTION 1. That the Richlands Board of Aldermen amends Title XV, Section 152.069, Streets by deleting Paragraph (A) and replacing with the following:

(A) *Type of streets required.* All subdivision lots shall abut on a public or private street. (See division (W) below.) All public streets shall be dedicated to the town, the state or the public as determined appropriately by the Planning Board. Streets dedicated to the town shall be accepted by resolution of the Town Board **and only after every approved subdivision phase and/or section is 90% completed.** All public streets shall be built to the standards ~~of this chapter and all other applicable standards of the town and~~ of the North Carolina Department of Transportation. Public streets shall be constructed to the standards necessary to be put on the state highway system or the standards in this chapter, whichever is stricter in regard to each particular item, and shall be put on such system. Streets which are not dedicated to the town which are not eligible to be put on the state highway system because there are too few lots or residences shall, nevertheless, be dedicated to the public and shall be in accordance with the standards in this chapter or standards necessary to be put on the state highway system, whichever is stricter in regard to each particular item, so as to be eligible to be put on the system at a later date. A written maintenance agreement with provisions for maintenance of the street until it is put on the state system shall be included with the final plat.

SECTION 2. That the Richlands Board of Aldermen recognize and fully concur with the findings and recommendation of the Comprehensive Land Use Plan Consistency Statement provided by the Richlands Planning Board dated October 20, 2025.

SECTION 3. If any section, subsection, paragraph, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent

jurisdiction, such portion shall be deemed severable and such holding shall not affect the validity of the remaining portions hereof.

SECTION 4. This ordinance shall be effective immediately upon its adoption.

Adopted at a Regular Board Meeting on November 18, 2025.

McKinley Smith, Mayor

ATTEST:

Approved as to form:

Erin Juhls, Town Clerk

Town Attorney

DRAFT

STATE OF NORTH CAROLINA
TOWN OF RICHLANDS

ORDINANCE
2025-10

Ordinance Amending Official Richlands Zoning Regulations

Introduced: November 18, 2025
Adopted: _____, 2025

WHEREAS, the Town of Richlands (hereinafter Town), seeks to amend Section 153.091, Outdoor Swimming Pools of Chapter 153 ZONING of the Richlands Code of Ordinances; and

WHEREAS, the proposed Text Amendment have been reviewed and deemed appropriate by the Richlands Planning Board; and

WHEREAS, the Richlands Board of Aldermen has posted the required notice and a public hearing for the proposed Text Amendments was held on November 18, 2025; and

NOW, THEREFORE, BE IT ORDAINED:

SECTION 1. That the Richlands Board of Aldermen amends Title XV, Section 153.091, Outdoor Swimming Pools by deleting all paragraphs and replacing with the following:

(A) DEFINITIONS:

ABOVE-GROUND/ON-GROUND POOL. See "Swimming pool."

BARRIER. A permanent fence, wall, building wall or combination thereof that completely surrounds the swimming pool and obstructs access to the swimming pool.

HOT TUB. See "Swimming pool."

IN-GROUND POOL. See "Swimming pool."

RESIDENTIAL. That which is situated on the premises of a detached one- or two-family dwelling or a one-family townhouse not more than three stories in height.

SPA, NONPORTABLE. See "Swimming pool."

SPA, PORTABLE. A nonpermanent structure intended for recreational bathing, in which all controls, water-heating and water-circulating equipment are an integral part of the product.

SWIMMING POOL. Any structure intended for swimming or recreational bathing that contains water over 24 inches (610 mm) deep. This includes in-ground, above-ground and on-ground swimming pools, hot tubs and spas.

(B) An outdoor swimming pool, including an in-ground, above-ground or on-ground pool, hot tub or spa shall be surrounded by a barrier that complies with Paragraphs C through D and the State Building Code.

(C) Barrier heights and clearances shall be in accordance with all of the following:

(1) The top of the barrier shall be not less than 48 inches (1219 mm) above grade where measured on the side of the barrier that faces away from the pool or spa. Such height shall exist around the entire perimeter of the barrier and for a distance of 3 feet (914 mm) measured horizontally from the outside of the required barrier.

(2) The vertical clearance between grade and the bottom of the barrier shall not exceed 2 inches (51 mm) for grade surfaces that are not solid, such as grass or gravel, where measured on the side of the barrier that faces away from the pool or spa.

(3) The vertical clearance between a surface below the barrier to a solid surface, such as concrete, and the bottom of the required barrier shall not exceed 4 inches (102 mm) where measured on the side of the required barrier that faces away from the pool or spa.

(4) Where the top of the pool or spa structure is above grade, the barrier shall be installed on grade or shall be mounted on top of the pool or spa structure. Where the barrier is mounted on the top of the pool or spa, the vertical clearance between the top of the pool or spa and the bottom of the barrier shall not exceed 4 inches (102 mm).

(D) An on-ground residential pool wall structure or a barrier mounted on top of an on-ground residential pool wall structure shall serve as a barrier where all of the following conditions are present:

(1) Where only the pool wall serves as the barrier, the bottom of the wall is on grade, the top of the wall is not less than 48 inches (1219 mm) above grade for the entire perimeter of the pool, the wall complies with the requirements of the State Building Code and the pool manufacturer allows the wall to serve as a barrier.

(2) Where a barrier is mounted on top of the pool wall, the top of the barrier is not less than 48 inches (1219 mm) above grade for the entire perimeter of the pool, and the wall and the barrier on top of the wall comply with the requirements of the State Building Code.

(3) Ladders or steps used as means of access to the pool are capable of being secured, locked or removed to prevent access except where the ladder or steps are surrounded by a barrier that meets the requirements of the State Building Code.

(4) Openings created by the securing, locking or removal of ladders and steps do not allow the passage of a 4-inch (102 mm) diameter sphere.

(5) Barriers that are mounted on top of on-ground residential pool walls are installed in accordance with the pool manufacturer's instructions.

(E) A swimming pool shall be set back a minimum of 10 feet from all sides and rear lot lines. No swimming pool as defined in this section shall be located in a front yard.

(F) Any pump and filtering equipment and any appurtenant structures shall be located at least 10 feet from any lot line, shall be buffered for noise unless exempted by the Town Administrator or their designee.

(G) Any pool that is not in use for more than 30 days shall either be drained or covered.

SECTION 2. That the Richlands Board of Aldermen recognize and fully concur with the findings and recommendation of the Comprehensive Land Use Plan Consistency Statement provided by the Richlands Planning Board dated October 20, 2025.

SECTION 3. If any section, subsection, paragraph, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed severable and such holding shall not affect the validity of the remaining portions hereof.

SECTION 4. This ordinance shall be effective immediately upon its adoption.

Adopted at a Regular Board Meeting on November 18, 2025.

McKinley Smith, Mayor

ATTEST:

Approved as to form:

Erin Juhls, Town Clerk

Town Attorney



TOWN OF RICHLANDS

Regular Board Meeting

Agenda Item VII. - 2.

Public Hearing - Voluntary Annexation (Carolina Sapphire)

Description:

Public Hearing - Voluntary Annexation (Carolina Sapphire).

Review:

The Board needs to hold a public hearing to hear public comment regarding a petition by Carolina Sapphire, LLC to voluntarily annex the following described territory and filed pursuant to 160A-58.1:

All 76.66 acres of property identified as Onslow County Tax Parcel ID 017879 and owned by Carolina Sapphire LLC.

All 49.98 acres of property identified as Onslow County Tax Parcel ID 017942 and owned by Carolina Sapphire LLC.

Action Needed:

Hold the public hearing.

ATTACHMENTS:

Description

- ▣ Carolina Sapphire Annexation Map



TOWN OF RICHLANDS

Regular Board Meeting

Agenda Item VII. - 3.

Public Hearing - Voluntary Annexation (Primary Land Development)

Description:

Public Hearing - Voluntary Annexation (Primary Land Development).

Review:

The Board needs to hold a public hearing to hear public comment regarding a petition by Primary Land Development LLC to voluntarily annex the following described territory and filed pursuant to G.S. 160A-31:

All 67.726 acres of property identified as Onslow County Tax Parcel ID 017914 and owned by Primary Land Development LLC.

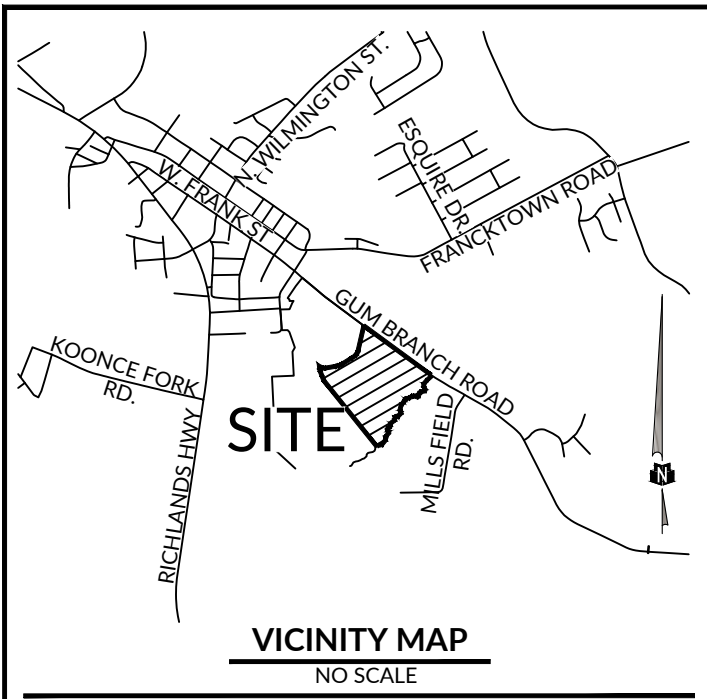
Action Needed:

Hold the public hearing.

ATTACHMENTS:

Description

- ▣ Primary Land Development Annexation Map



NGS STATE
N: 419,850.55
E: 2435514.11
ELEV. 47.57'

GRID DISTANCE (TIE)
S73°53'49"E 3528.75'

GRID DISTANCE
S12°37'33"W 32.71' (TIE)

POINT OF BEGINNING
IRF
N: 418,839.88'
E: 2,438,897.25'

WR CNTRL RBC#400
NC GRID COORDINATES
N: 418,847.06
E: 2,438,908.40'
ELEV. 42.08'
CSF: 1.000104058368
GRID TO GROUND

PRIMARY LAND DEVELOPMENT, LLC
TRACT 2A
PID 071397
D.B. 2813, PG. 419
M.B. 52, PG. 145

ELLIS DEVELOPMENT NC, LLC
PID 071393
D.B. 6006, PG. 795
M.B. 52, PG. 146

PRIMARY LAND DEVELOPMENT, LLC
TRACT 2B
PID 017914
D.B. 2813, PG. 419
M.B. 52, PG. 146, PG. 146
AREA PER M.B. 52, PG. 146:
69.099 ACRES
AREA PER SURVEY: 67.726 ACRES
OR 2,950,134 SQ FT
ZONING R-20, C-3

EXISTING PERMANENT DRAINAGE EASEMENT
(D.B. 2024, PG. 825)

SHIRLEY ANN, SUSAN, MARVIN & ERIKA CUMMINGS
PID 005511
D.B. 5927, PG. 9

LOUIS A. ADAMS
PID 63115
D.B. 6135, PG. 811
M.B. 80, PG. 149

KHAMIA HARVEY
PID 172575
D.B. 24E, PG. 3023
M.B. 80, PG. 149

HUMPHREY S. CUMMINGS & SANDRA U. CUMMINGS
PID 172576
D.B. 5890 PG. 242
M.B. 80, PG. 149

JOHNNY M. HARGROVE & RONALD E. PARKER
PID 034545
D.B. 20E PG. 279
M.B. 12, PG. 44

- LEGEND**
- CP ● CALCULATED POINT
 - IRS ○ IRON ROD SET
 - ECM ■ EXISTING CONCRETE MONUMENT
 - IPF/IRF ○ IRON PIPE/ROD FOUND
 - MNF ○ MAGNETIC NAIL FOUND
 - RWD ○ RIGHT-OF-WAY DISK FOUND
 - NATIONAL GEODETIC MONUMENT
 - RBC ○ REBAR (WITH PLASTIC CAP)
- LINE TYPE LEGEND**
- ACCESS EASEMENT --- AE ---
 - ADJOINER --- AD ---
 - BOUNDARY --- B ---
 - DRAINAGE EASEMENT --- DE ---
 - LIMITS OF RICHLANDS ETJ --- L ---
 - RICHLANDS CITY LIMITS --- R ---
 - RIGHT-OF-WAY --- RW ---
 - TIE LINE --- T ---
 - PAVEMENT --- P ---
 - FLOOD ZONE AE (FLOODWAY) --- F ---
 - DRAINAGE EASEMENT --- D ---
- ABBREVIATIONS:**
- DB DEED BOOK
 - R-20 RESIDENTIAL SINGLE FAMILY
- GPS SURVEY CERTIFICATE**
- I, JAMES L. RUPINSKI, PLS, CERTIFY THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL GPS SURVEY MADE UNDER MY SUPERVISION LOCAL CONTROL WAS ESTABLISHED VIA REDUNDANT VRS GPS OBSERVATIONS, AND ALL OTHER LOCATIONS SHOWN HEREON WERE ESTABLISHED VIA RTK METHOD AND THE FOLLOWING INFORMATION WAS USED TO PERFORM THE SURVEY:
- | | |
|---------------------------------|-----------------------------------|
| 1. CLASS OF SURVEY: | HORIZ: CLASS A VERT: CLASS A |
| 2. POSITIONAL ACCURACY: | HORIZ: 0.010 |
| 3. TYPE OF GPS FIELD PROCEDURE: | RTK |
| 4. DATES OF SURVEY: | 01-15-2025 |
| 5. DATUM/EPOCH: | NAD '83 (2011 ADJUSTMENT) |
| 6. PUBLISHED/FIXED-CONTROL USE: | WR POINT #400 |
| 7. GEOID MODEL: | 2018 |
| 8. COMBINED GRID FACTOR(S): | 1.00010405836813 (GRID TO GROUND) |
| 9. UNITS: | US SURVEY FEET |

LINE TABLE			LINE TABLE			LINE TABLE		
LINE	BEARING	DISTANCE	LINE	BEARING	DISTANCE	LINE	BEARING	DISTANCE
L1	S53°25'51"E	142.59'	L26	S20°58'59"W	62.80'	L51	S85°48'07"W	61.54'
L2	S51°33'07"W	20.71'	L27	S43°54'05"W	73.52'	L52	S56°34'35"W	45.61'
L3	S52°50'00"W	25.98'	L28	S20°11'42"W	46.93'	L53	N40°09'32"W	11.60'
L4	S57°45'07"W	19.40'	L29	S12°44'07"W	54.88'	L54	N17°13'52"W	66.74'
L5	S45°42'54"W	32.21'	L30	S21°15'06"W	24.12'	L55	N21°11'39"W	54.12'
L6	S42°20'27"W	42.63'	L31	S08°06'13"E	27.94'	L56	N19°20'51"W	141.18'
L7	S39°06'26"W	15.35'	L32	S38°04'40"E	47.34'	L57	N07°04'20"W	60.82'
L8	S46°22'53"W	16.35'	L33	S27°34'58"W	12.59'	L58	S57°20'21"E	27.66'
L9	S35°18'26"W	59.16'	L34	S47°52'26"W	110.78'	L59	S68°32'59"E	36.61'
L10	S01°48'02"W	13.10'	L35	N83°38'13"W	36.73'	L60	S77°17'25"E	77.51'
L11	S00°29'00"W	44.81'	L36	S54°59'40"W	23.51'	L61	N83°38'39"E	98.28'
L12	S25°26'17"E	92.78'	L37	S03°17'18"W	55.96'	L62	N67°10'10"E	77.26'
L13	S51°28'46"W	32.14'	L38	S34°39'07"W	37.50'	L63	N86°36'21"E	68.63'
L14	N86°04'23"W	46.80'	L39	S64°52'00"W	40.64'	L64	N76°00'09"E	89.89'
L15	S68°37'07"W	49.86'	L40	S45°09'32"W	42.69'	L65	N27°06'17"E	35.16'
L16	S29°26'41"W	41.11'	L41	S05°35'54"W	57.30'	L66	N20°12'39"E	31.18'
L17	S17°33'52"W	46.49'	L42	S21°22'39"W	21.56'	L67	N64°48'32"E	35.31'
L18	S47°29'01"W	39.78'	L43	S56°54'06"W	64.16'	L68	N02°58'44"W	24.58'
L19	N72°52'49"W	49.38'	L44	S07°43'41"W	48.08'	L69	S58°00'21"E	88.09'
L20	N77°26'17"W	33.92'	L45	S54°26'21"E	39.15'	L70	S60°36'11"E	130.28'
L21	S74°35'37"W	44.88'	L46	S06°02'21"E	31.93'	L71	S28°39'20"W	20.08'
L22	S54°22'08"W	40.47'	L47	S41°54'30"W	115.50'	L72	S56°29'43"E	18.53'
L23	S61°35'40"W	30.86'	L48	S02°12'09"E	72.96'	L73	S59°15'02"E	108.29'
L24	S85°49'37"W	40.96'	L49	S38°20'34"W	106.33'	L74	S60°21'44"E	166.11'
L25	S64°38'30"W	55.40'	L50	S51°00'18"W	34.18'	L75	N30°00'09"E	20.21'

CURVE TABLE

CURVE #	LENGTH	RADIUS	CHORD BEARING	CHORD
C2	25.00'	7669.44'	S56° 39' 32"E	25.00'
C1	436.13'	7669.44'	S54° 56' 11"E	436.07'

- GENERAL NOTES:**
- PREPARED FOR D.R. HORTON, INC.
 - ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES, UNLESS OTHERWISE NOTED.
 - THERE IS NO ASSIGNED STREET ADDRESS FOR THE SUBJECT PROPERTY PER ONSLOW COUNTY GIS
 - A PORTION OF THE SUBJECT PROPERTY IS LOCATED IN FLOOD ZONE AE (FLOODWAY), FLOOD ZONE AE 24.3 FT. 0.2% ANNUAL CHANCE FLOOD HAZARD AND (ZONE X) MINIMAL FLOOD RISK, AS SHOWN ON THE FEMA FLOOD INSURANCE RATE MAPS 3720443100 K, PANEL 4431, EFFECTIVE DATE 06/19/2020 & 3720444100K, PANEL 4441, EFFECTIVE DATE 06/19/2020.
 - THE AREA OF THE PROPERTY, AS COMPUTED BY COORDINATE GEOMETRY IS: ±67.726 ACRES (±1,950,134 SQ FT).
 - THE SUBJECT PROPERTY IS LOCATED WITHIN THE TOWN OF RICHLANDS (ETJ), IN ZONE R-20/ C-3 (SINGLE FAMILY RESIDENTIAL DISTRICT & COMMERCIAL ZONING DISTRICT). BUILDING SETBACKS FOR R-20 DISTRICT: FRONT: 30', SIDE: 15', REAR: 25'; BUILDING SETBACKS FOR C-3 DISTRICT: FRONT: 25', SIDE: 10', REAR: 10'.
 - HORIZONTAL CONTROL (BASIS OF THE BEARINGS) IS BASED ON NC STATE GRID, NAD'83 (2011); VERTICAL CONTROL IS BASED ON NAVD'88, AS ESTABLISHED BY GPS.
 - NO SUE SHOWN HEREON.
 - WETLANDS NOT SHOWN HEREON.
 - NO NCGS MONUMENTS WITHIN 2000'
 - SUBJECT TO ANY AND ALL EASEMENTS, RIGHTS-OF-WAY, STREETS AND ASSESSMENTS, AS THE SAME MAY APPEAR OR RECORD IN THE REGISTER OF DEEDS OFFICE, CLERK OF COURT, TOWN OR COUNTY TAX OFFICES OR WHICH MAY HAVE BEEN ACQUIRED BY PRESCRIPTIVE USE.
 - RIGHT-OF-WAY LOCATION OF GUM BRANCH ROAD ESTABLISHED FROM NCDOT MAPS FOR PROJECT 33324.2.2, DATED 09-02-2004, AND 40255.2.2, DATED 09-02-2021.

TOWN CLERK CERTIFICATION:

I, _____, TOWN CLERK OF THE TOWN OF RICHLANDS, NORTH CAROLINA, HEREBY CERTIFY THAT ON THE _____ DAY OF _____, 20____, THE BOARD OF ALDERMAN APPROVED THIS PLAT FOR ANNEXATION AND RECORDING.

DATE _____ TOWN CLERK _____ (SEAL)

REFERENCES:
DEED BOOK 2813, PAGE 419
PLAT BOOK 52, PAGE 145-146

SURVEYOR'S CERTIFICATE

I, _____, PLS, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED AS SHOWN HEREON); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM REFERENCES SHOWN HEREON; THAT THE RATIO OF PRECISION OR POSITIONAL ACCURACY AS CALCULATED IS 1:20,000; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL.

I ALSO CERTIFY THAT THIS SURVEY IS OF AN EXISTING PARCEL OR PARCELS OF LAND OR ONE OR MORE EXISTING EASEMENTS AND DOES NOT CREATE A NEW STREET OR CHANGE ANY EXISTING STREET.

THIS 20TH DAY OF AUGUST, 2025.

JAMES L. RUPINSKI, PLS-5611

VOLUNTARY ANNEXATION SURVEY FOR GUM BRANCH ROAD

PROPERTY OF
PRIMARY LAND DEVELOPMENT, LLC

RICHLANDS TOWNSHIP | ONSLOW COUNTY | NORTH CAROLINA
P.I.N. 017914
ZONING: R-2, C-3

WR Job No.: 24-0621A
DATE: 08/20/2025
SURVEYED BY: NCW/KH
DRAWN BY: CMR
CHECK & CLOSURE BY: JLR

0 100 200
SCALE: 1 inch = 200 ft.

SHEET: 1 OF 1

WithersRavenel
219 Station Road | Ste 101 | Wilmington, NC 28405
License #: F-1479 | t: 910.256.9277 | www.withersravenel.com

J:\24\0621\A-Gum Branch Road - Onslow County - DR Horton\Geomatics\Res-Com\Drawings\Annexation\24-0621-A-GUM BRANCH Annexion-8-20-25.dwg, Wednesday, August 20, 2025 9:13:25 AM, CRIVAN



TOWN OF RICHLANDS
Regular Board Meeting
Agenda Item IX. - 1.
Employee Oath of Office

Description:

Employee Oath of Office (Isa Flores).

Review:

Current Town Clerk Erin Juhls will administer the Oath of Office to incoming Town Clerk/Finance Director Isa Flores.

Action Needed:

Witness the oath of office.



TOWN OF RICHLANDS
Regular Board Meeting
Agenda Item IX. - 2.
Proclamation

Description:

Proclamation (National Hospice and Palliative Care Month).

Review:

The attached proclamation affirms that the town proclaims November 2025 as National Hospice and Palliative Care Month.

Action Needed:

No action needed.

ATTACHMENTS:

Description

- Proclamation (National Hospice and Palliative Care Month)



PROCLAMATION

NATIONAL HOSPICE AND PALLIATIVE CARE MONTH

WHEREAS, Lower Cape Fear LifeCare was rated as five stars by families and caregivers in the most recent Centers for Medicare and Medicaid Services hospice survey results, the highest rating possible; and

WHEREAS, Lower Cape Fear LifeCare ranks among the top 92% of hospices nationwide in the quality of their person-centered, compassionate care for patients, their families, and the communities they serve; and

WHEREAS, Lower Cape Fear LifeCare utilizes an interdisciplinary team of professionals and volunteers to serve patients and families in hospice care, palliative care, and dementia support; and

WHEREAS, Lower Cape Fear LifeCare attends to patients' emotional and spiritual needs, providing support services such as respite care, caregiver support, and grief counseling; and

WHEREAS, Lower Cape Fear LifeCare, a local nonprofit agency, engages community members through educational events, volunteer activities, and giving opportunities; and

WHEREAS, Lower Cape Fear LifeCare serves more than 8,000 patients and families each year, including residents of New Hanover County dealing with serious illness;

NOW, THEREFORE, BE IT RESOLVED, that the Town of Richlands does hereby proclaim November 2025 as National Hospice and Palliative Care Month and encourages members of the public to increase their understanding and awareness of access to care for life limiting illnesses at the end of life, and to observe this month with appropriate activities and programs.

McKinley Smith, Mayor

Erin Juhls
Town Clerk



TOWN OF RICHLANDS

Regular Board Meeting

Agenda Item IX. - 3.

Voluntary Annexation Ordinance (Carolina Sapphire)

Description:

Voluntary Annexation Ordinance (Carolina Sapphire, LLC).

Review:

Now that the appropriate public hearing has been held, the Board may deliberate and vote on the proposed annexation petition by approving Ordinance 2025-11. The ordinance will provide for the voluntary annexation of approximately 126.64 acres of non-contiguous land located along Francktown Road and Life Boulevard. The Board has the option of making the effective date of the annexation immediately upon approval or on June 30, 2026.

Action Needed:

Approve the ordinance as desired.

ATTACHMENTS:

Description

- ☐ Carolina Sapphire Annexation Map
- ☐ Ordinance 2025-11

ORDINANCE
2025-11

**AN ORDINANCE TO EXTEND THE CORPORATE LIMITS OF THE
TOWN OF RICHLANDS, NORTH CAROLINA**

Introduced: November 18, 2025
Adopted: November 18, 2025

WHEREAS, the Board of Aldermen has been petitioned under G.S. 160A-58.1 to annex the area described below; and

WHEREAS, the Board of Aldermen has by resolution directed the Town Clerk to investigate the sufficiency of the petition; and

WHEREAS, the Town Clerk has certified the sufficiency of the petition and a public hearing on the question of this annexation was held at Richlands Town Hall at 6:00 p.m. on November 18, 2025, after due notice by publication on November 8, 2025; and

WHEREAS, the Board of Aldermen finds that the petition meets the requirements of G.S. 160A-58.1(b) to wit:

- a. The nearest point on the proposed satellite corporate limits is not more than three (3) miles from the corporate limits of the Town;
- b. No point on the proposed satellite corporate limits is closer to another municipality than to the Town;
- c. The area described is so situated that the Town will be able to provide the same services within the proposed satellite corporate limits that it provides within the primary corporate limits;
- d. No subdivision, as defined in G.S. 160D-802, will be fragmented by this proposed annexation; and

WHEREAS, the Board of Aldermen further finds that the petition has been signed by all owners of real property in the area who are required by law to sign; and

WHEREAS, the Board of Aldermen further finds that the petition is otherwise valid, and that the public health, safety and welfare of the Town and of the area proposed for annexation will be best served by annexing the area described;

NOW, THEREFORE, BE IT ORDAINED by the Board of Aldermen of the Town of Richlands, North Carolina that:

Section 1. By virtue of the authority granted by G.S. 160A-58.1, the following described non-contiguous territory is hereby annexed and made part of the Town of Richlands as of November 18, 2025:

A certain tract of land on the South side of Francktown Road, NCSR 1307, being about 0.4 miles West of the intersection with Cow Horn Road and being more particularly described as follows:

Beginning at a concrete monument found on the Southern Right-of-Way line of Francktown Road (NCSR 1307), said point being located South 61 degrees 22 minutes 00 seconds West 2118.34 ft from a PK nail found at the centerline intersection of Francktown Road and Cow Horn Road; Thence from said "Point and Place of Beginning" and leaving said Right-of-Way line South 21 degrees 30 minutes 38 seconds East 2390.39 ft to a point; Thence South 47 degrees 59 minutes 15 seconds West 72.60 ft to a point; Thence South 11 degrees 30 minutes 48 seconds East 330.00 ft to a point; Thence South 11 degrees 00 minutes 48 seconds East 495.00 ft to a point; Thence South 10 degrees 28 minutes 18 seconds East 659.42 ft to a point; Thence South 19 degrees 20 minutes 53 seconds East 187.42 ft to a point; thence South 31 degrees 53 minutes 38 seconds East 96.84 ft to a point; Thence South 11 degrees 24 minutes 01 seconds East 280.58 ft to a point; Thence South 72 degrees 16 minutes 06 seconds West 239.28 ft to a point; Thence North 21 degrees 11 minutes 57 seconds East 4341.01 ft to a point on the Southern Right-of-Way line of Francktown Road; Thence along said Southern right-of-way line of Francktown Road North 61 degrees 08 minutes 42 seconds East 600.71 ft to the "Point and Place of Beginning". Said Tract containing 49.98 acres and being the same property as described in Deed Book 6281 Page 478. All bearings are correct in their angular relation to GPS grid North NAO 83 (2011). Distances are horizontal ground US Survey Feet. This description being prepared by Tidewater Associates, Inc. from recorded and computed information and is for Annexation purposes only.

A certain tract of land on the South side of Francktown Road, NCSR 1307, being about 0.6 miles West of the intersection with Cow Horn Road and being more particularly described as follows:

Beginning at an iron Stake found on the Southern Right-of-Way line of Francktown Road (NCSR 1307), said Iron Stake being located South 61 degrees 21 minutes 19 seconds West 3158.98 feet from a PK nail found at the centerline intersection of Francktown Road and Cow Horn Road; Thence from the said described "Point and Place of Beginning" and leaving said Southern Right-of-Way line of Francktown Road, South 21 degrees 11 minutes 57 seconds East 664.79 feet to a point; Thence North 61 degrees 38 minutes 54 seconds East 439.88 feet to a point; Thence South 21 degrees 11 minutes 57 seconds East 3675.75 feet to a point; Thence South 72 degrees 08 minutes 33 seconds west 1033.93 feet to a point; Thence North 16 degrees 01 minutes 12 seconds West 227.52 feet to a point; Thence North 30 degrees 57 minutes 40 seconds West 132.06 feet to a point; Thence North 13 degrees 56 minutes 17 seconds West 899.08 feet to a point; Thence North 21 degrees 28 minutes 53 seconds West 2033.01 feet to a point; Thence North 68 degrees 48 minutes 03 seconds East 433.41 feet to a point; Thence North 21 degrees 11 minutes 57 seconds West 936.25 feet to a point on the Southern Right-of-Way line of Francktown Road; Thence along said Southern Right-of-Way line of Francktown Road North 61 degrees 35 minutes 17 seconds East 61.01 feet to the "Point and Place of Beginning". Said Tract containing 76.66 acres and being the same property as described in Deed Book 6141 Page 211. All bearings are correct in their angular relation to GPS grid North NAD 83 (2011). Distances are horizontal ground US Survey Feet. This description being prepared by Tidewater Associates, Inc. from recorded and computed information and is for Annexation purposes only.

Section 2. Upon and after November 18, 2025, the above described territory and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in the Town of Richlands and shall be entitled to the same privileges and benefits as other parts of the Town of Richlands. Said territory shall be subject to municipal taxes according to G.S. 160A-58.10.

Section 3. The Mayor of the Town of Richlands shall cause to be recorded in the office of the Register of Deeds of Onslow County, and in the office of the Secretary of State at Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1 above, together with a duly certified copy of this ordinance. Such a map shall also be delivered to the County Board of Elections, as required by G.S. 163-288.1.

Adopted this 18th day of November, 2025.

Mayor

APPROVED AS TO FORM:

Town Attorney

ATTEST:

Clerk

North Carolina
Onslow County

I, a notary public for said County and State, do hereby certify that Erin Juhls, personally came before me this day and acknowledged that she is the Town Clerk for the Town of Richlands, a municipal corporation, and that by authority duly given and as the act of the corporation, the foregoing instrument was signed in its name by the Mayor, sealed with its corporate seal, and attested by herself as its Town Clerk.

Witness my hand and seal, this the ____ day of _____, 2025.

My commission expires:

Notary Public



TOWN OF RICHLANDS

Regular Board Meeting

Agenda Item IX. - 4.

Voluntary Annexation Ordinance (Primary Land Development)

Description:

Annexation Petition (Primary Land Development).

Review:

Now that the appropriate public hearing has been held, the Board may deliberate and vote on the proposed annexation petition by approving Ordinance 2025-12. The ordinance will provide for the voluntary annexation of approximately 67.726 acres contiguous land located along Gumbranch Road. The Board has the option of making the effective date of the annexation immediately upon approval or on June 30, 2026.

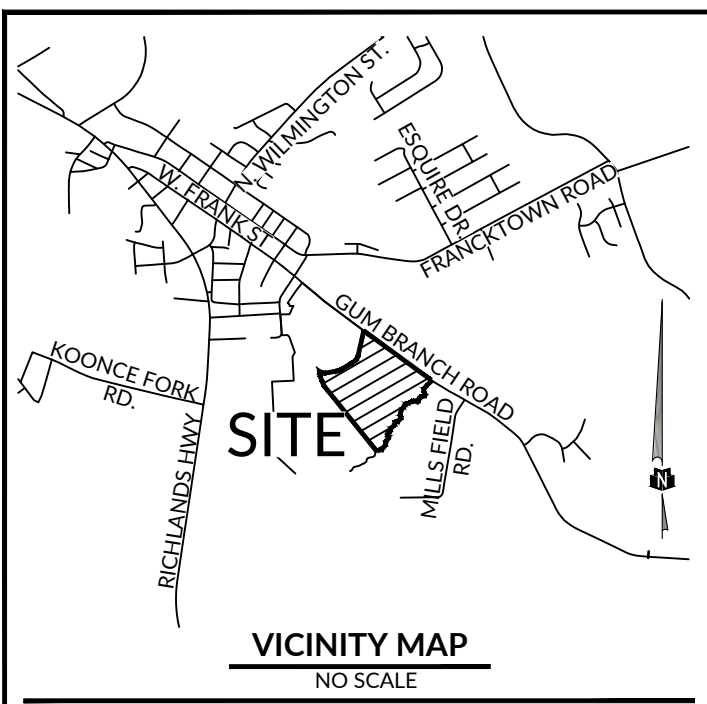
Action Needed:

Approve the ordinance as desired.

ATTACHMENTS:

Description

- ▣ Primary Land Development Annexation Map
- ▣ Ordinance 2025-12



NGS STATE
N: 419,850.55
E: 2435514.11
ELEV. 47.57'

GRID DISTANCE (TIE)
S73°53'49"E 3528.75'

GRID DISTANCE
S12°37'33"W 32.71' (TIE)

POINT OF BEGINNING
IRF
N: 418,839.88'
E: 2,438,897.25'

WR CNTRL RBC#400
NC GRID COORDINATES
N: 418,847.06
E: 2,438,908.40'
ELEV. 42.08'
CSF: 1.000104058368
GRID TO GROUND

PRIMARY LAND DEVELOPMENT, LLC
TRACT 2A
PID 071397
D.B. 2813, PG. 419
M.B. 52, PG. 145

ELLIS DEVELOPMENT NC, LLC
PID 071393
D.B. 6006, PG. 795
M.B. 52, PG. 146

PRIMARY LAND DEVELOPMENT, LLC
TRACT 2B
PID 017914
D.B. 2813, PG. 419
M.B. 52, PG. 146, PG. 146
AREA PER M.B. 52, PG. 146:
69.099 ACRES
AREA PER SURVEY: 67.726 ACRES
OR 2,950,134 SQ FT
ZONING R-20, C-3

LEGEND

- CP ● CALCULATED POINT
- IRS ○ IRON ROD SET
- ECM ■ EXISTING CONCRETE MONUMENT
- IPF/IRF ○ IRON PIPE/ROD FOUND
- MNF ○ MAGNETIC NAIL FOUND
- RWD ○ RIGHT-OF-WAY DISK FOUND
- NATIONAL GEODETIC MONUMENT
- RBC ○ REBAR (WITH PLASTIC CAP)

LINETYPE LEGEND

- ACCESS EASEMENT --- AE ---
- ADJOINER --- AD ---
- BOUNDARY --- B ---
- DRAINAGE EASEMENT --- DE ---
- LIMITS OF RICHLANDS ETJ --- L ---
- RICHLANDS CITY LIMITS --- R ---
- RIGHT-OF-WAY --- RW ---
- TIE LINE --- T ---
- PAVEMENT --- P ---
- FLOOD ZONE AE (FLOODWAY) --- F ---
- DRAINAGE EASEMENT --- D ---

ABBREVIATIONS:

- DB DEED BOOK
- R-20 RESIDENTIAL SINGLE FAMILY

GPS SURVEY CERTIFICATE

I, JAMES L. RUPINSKI, PLS, CERTIFY THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL GPS SURVEY MADE UNDER MY SUPERVISION LOCAL CONTROL WAS ESTABLISHED VIA REDUNDANT VRS GPS OBSERVATIONS, AND ALL OTHER LOCATIONS SHOWN HEREON WERE ESTABLISHED VIA RTK METHOD AND THE FOLLOWING INFORMATION WAS USED TO PERFORM THE SURVEY:

- | | |
|---------------------------------|-----------------------------------|
| 1. CLASS OF SURVEY: | HORIZ: CLASS A VERT: CLASS A |
| 2. POSITIONAL ACCURACY: | HORIZ: 0.010 |
| 3. TYPE OF GPS FIELD PROCEDURE: | RTK |
| 4. DATES OF SURVEY: | 01-15-2025 |
| 5. DATUM/EPOCH: | NAD '83 (2011 ADJUSTMENT) |
| 6. PUBLISHED/FIXED-CONTROL USE: | WR POINT #400 |
| 7. GEOID MODEL: | 2018 |
| 8. COMBINED GRID FACTOR(S): | 1.00010405836813 (GRID TO GROUND) |
| 9. UNITS: | US SURVEY FEET |

SURVEYOR'S CERTIFICATE

I, _____, PLS, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED AS SHOWN HEREON); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM REFERENCES SHOWN HEREON; THAT THE RATIO OF PRECISION OR POSITIONAL ACCURACY AS CALCULATED IS 1:20,000; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL.

I ALSO CERTIFY THAT THIS SURVEY IS OF AN EXISTING PARCEL OR PARCELS OF LAND OR ONE OR MORE EXISTING EASEMENTS AND DOES NOT CREATE A NEW STREET OR CHANGE ANY EXISTING STREET.

THIS 20TH DAY OF AUGUST, 2025.

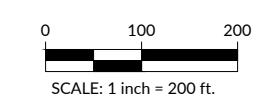
JAMES L. RUPINSKI, PLS-5611

**PRELIMINARY PLAT
NOT FOR CONVEYANCE,
RECORDATION, OR SALES**

**VOLUNTARY ANNEXATION SURVEY FOR
GUM BRANCH ROAD
PROPERTY OF
PRIMARY LAND DEVELOPMENT, LLC**

RICHLANDS TOWNSHIP | ONSLOW COUNTY | NORTH CAROLINA
P.I.N. 017914
ZONING: R-2, C-3

WR Job No.: 24-0621A
DATE: 08/20/2025
SURVEYED BY: NCW/KH
DRAWN BY: CMR
CHECK & CLOSURE BY: JLR



SHEET: 1 OF 1

LINE	BEARING	DISTANCE
L1	S53°25'51"E	142.59'
L2	S51°33'07"W	20.71'
L3	S52°50'00"W	25.98'
L4	S57°45'07"W	19.40'
L5	S45°42'54"W	32.21'
L6	S42°20'27"W	42.63'
L7	S39°06'26"W	15.35'
L8	S46°22'53"W	16.35'
L9	S35°18'26"W	59.16'
L10	S01°48'02"W	13.10'
L11	S00°29'00"W	44.81'
L12	S25°26'17"E	92.78'
L13	S51°28'46"W	32.14'
L14	N86°04'23"W	46.80'
L15	S68°37'07"W	49.86'
L16	S29°26'41"W	41.11'
L17	S17°33'52"W	46.49'
L18	S47°29'01"W	39.78'
L19	N72°52'49"W	49.38'
L20	N77°26'17"W	33.92'
L21	S74°35'37"W	44.88'
L22	S54°22'08"W	40.47'
L23	S61°35'40"W	30.86'
L24	S85°49'37"W	40.96'
L25	S64°38'30"W	55.40'

LINE	BEARING	DISTANCE
L26	S20°58'59"W	62.80'
L27	S43°54'05"W	73.52'
L28	S20°11'42"W	46.93'
L29	S12°44'07"W	54.88'
L30	S21°15'06"W	24.12'
L31	S08°06'13"E	27.94'
L32	S38°04'40"E	47.34'
L33	S27°34'58"W	12.59'
L34	S47°52'26"W	110.78'
L35	N83°38'13"W	36.73'
L36	S54°59'40"W	23.51'
L37	S03°17'18"W	55.96'
L38	S34°39'07"W	37.50'
L39	S64°52'00"W	40.64'
L40	S45°09'32"W	42.69'
L41	S05°35'54"W	57.30'
L42	S21°22'39"W	21.56'
L43	S56°54'06"W	64.16'
L44	S07°43'41"W	48.08'
L45	S54°26'21"E	39.15'
L46	S06°02'21"E	31.93'
L47	S41°54'30"W	115.50'
L48	S02°12'09"E	72.96'
L49	S38°20'34"W	106.33'
L50	S51°00'18"W	34.18'

LINE	BEARING	DISTANCE
L51	S85°48'07"W	61.54'
L52	S56°34'35"W	45.61'
L53	N40°09'32"W	11.60'
L54	N17°13'52"W	66.74'
L55	N21°11'39"W	54.12'
L56	N19°20'51"W	141.18'
L57	N07°04'20"W	60.82'
L58	S57°20'21"E	27.66'
L59	S68°32'59"E	36.61'
L60	S77°17'25"E	77.51'
L61	N83°38'39"E	98.28'
L62	N67°10'10"E	77.26'
L63	N86°36'21"E	68.63'
L64	N76°00'09"E	89.89'
L65	N27°06'17"E	35.16'
L66	N20°12'39"E	31.18'
L67	N64°48'32"E	35.31'
L68	N02°58'44"W	24.58'
L69	S58°00'21"E	88.09'
L70	S60°36'11"E	130.28'
L71	S28°39'20"W	20.08'
L72	S56°29'43"E	18.53'
L73	S59°15'02"E	108.29'
L74	S60°21'44"E	166.11'
L75	N30°00'09"E	20.21'

CURVE TABLE				
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GENERAL NOTES:

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- THERE IS NO ASSIGNED STREET ADDRESS FOR THE SUBJECT PROPERTY PER ONSLOW COUNTY GIS
- A PORTION OF THE SUBJECT PROPERTY IS LOCATED IN FLOOD ZONE AE (FLOODWAY), FLOOD ZONE AE 24.3 FT. 0.2% ANNUAL CHANCE FLOOD HAZARD AND (ZONE X) MINIMAL FLOOD RISK, AS SHOWN ON THE FEMA FLOOD INSURANCE RATE MAPS 3720443100 K, PANEL 4431, EFFECTIVE DATE 06/19/2020 & 3720444100K, PANEL 4441, EFFECTIVE DATE 06/19/2020.
- THE AREA OF THE PROPERTY, AS COMPUTED BY COORDINATE GEOMETRY IS: ±67.726 ACRES (±1,950,134 SQ FT).
- THE SUBJECT PROPERTY IS LOCATED WITHIN THE TOWN OF RICHLANDS (ETJ), IN ZONE R-20/ C-3 (SINGLE FAMILY RESIDENTIAL DISTRICT & COMMERCIAL ZONING DISTRICT). BUILDING SETBACKS FOR R-20 DISTRICT: FRONT: 30', SIDE: 15', REAR: 25'; BUILDING SETBACKS FOR C-3 DISTRICT: FRONT: 25', SIDE: 10', REAR: 10'.
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- WETLANDS NOT SHOWN HEREON.
- NO NCGS MONUMENTS WITHIN 2000'
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- RIGHT-OF-WAY LOCATION OF GUM BRANCH ROAD ESTABLISHED FROM NCDOT MAPS FOR PROJECT 33324.2.2, DATED 09-02-2004, AND 40255.2.2, DATED 09-02-2021.

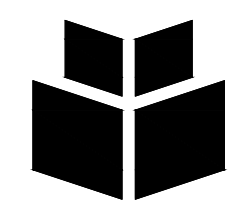
TOWN CLERK CERTIFICATION:

I, _____, TOWN CLERK OF THE TOWN OF RICHLANDS, NORTH CAROLINA, HEREBY CERTIFY THAT ON THE _____ DAY OF _____, 20____, THE BOARD OF ALDERMAN APPROVED THIS PLAT FOR ANNEXATION AND RECORDING.

DATE _____ TOWN CLERK _____ (SEAL)

REFERENCES:

DEED BOOK 2813, PAGE 419
PLAT BOOK 52, PAGE 145-146



WithersRavenel
219 Station Road | Ste 101 | Wilmington, NC 28405
License #: F-1479 | t: 910.256.9277 | www.withersravenel.com

J:\24\0621-A-Gum Branch Road - Onslow County - DR Horton\Geomatics\Res Com\Drawings\Annexation\24-0621-A-GUM BRANCH ANNEXATION-8-20-25.dwg, Wednesday, August 20, 2025 9:13:25 AM, CRIVAN

STATE OF NORTH CAROLINA
TOWN OF RICHLANDS

ORDINANCE
2025-12

**AN ORDINANCE TO EXTEND THE CORPORATE LIMITS OF THE
TOWN OF RICHLANDS, NORTH CAROLINA**

Introduced: November 18, 2025
Adopted: November 18, 2025

WHEREAS, the Board of Aldermen has been petitioned under G.S. 160A-31 to annex the area described below; and

WHEREAS, the Town Clerk has certified the sufficiency of the petition and a public hearing on the question of this annexation was held at Richlands Town Hall at 6:00 p.m. on November 18, 2025, after due notice by publication on November 6, 2025; and

WHEREAS, the Board of Aldermen finds that the petition meets the requirements of G.S. 160A-31;

NOW, THEREFORE, BE IT ORDAINED by the Board of Aldermen of the Town of Richlands, North Carolina that:

Section 1. By virtue of the authority granted by G.S. 160A-31, the following described territory is hereby annexed and made part of the Town of Richlands as of November 18, 2025:

**VOLUNTARY ANNEXATION LEGAL DESCRIPTION OF PID # 017914 BY
SURVEY:**

BEING THAT TRACT OR PARCEL OF LAND SITUATED IN THE TOWN OF RICHLANDS, ONSLOW COUNTY, NORTH CAROLINA, AND BEING THE TRACT #2-B DESCRIBED IN MAP BOOK 52 PAGE 1977 , CONTAINING 69.099 ACRES IN THE ONSLOW COUNTY REGISTER OF DEEDS AND BEING MORE PARTICULARLY DESCRIBED IN BEARINGS AND DISTANCES IN US SURVEY FEET AS FOLLOWS: COMMENCING AT THE EXISTING NGS MONUMENT "STATE" HAVING A GRID COORDINATES NAD '83 (2011) N:419,850.55 E: 2,435,514.11; THENCE S 73° 53' 49" E, 3,528.75' TO A MAGNETIC NAIL FOUND IN THE CENTER OF GUM BRANCH ROAD (SR 1308); THENCE SOUTH 12° 37' 33" WEST, 32.71 FEET TO AN IRON REBAR FOUND IN THE SOUTHWESTERN RIGHT-OF-WAY OF GUM BRANCH ROAD, SAID REBAR HAVING GRID COORDINATES N: 418,839.88' E: 2,438,897.25', AND BEING THE POINT OF BEGINNING; THENCE WITH SAID RIGHT-OF-WAY LINE SOUTH 53° 25' 51" EAST, 142.59 FEET TO A SET IRON REBAR; THENCE SOUTH 53° 25' 21" EAST, 1239.51 FEET TO A SET IRON REBAR; THENCE WITH A CURVE TO THE LEFT HAVING A RADIUS OF 7669.44 FEET, AND ARC LENGTH OF 436.13 FEET, AND A CHORD BEARING SOUTH 54° 56' 11" EAST FOR A DISTANCE OF 436.07 FEET TO A SET REBAR; THENCE WITH A CURVE TO THE LEFT HAVING A RADIUS OF 7669.44 FEET, AND ARC LENGTH OF 25.00 FEET, AND A CHORD BEARING SOUTH 56° 39' 32" EAST FOR A DISTANCE OF 25.00 FEET TO A POINT; THENCE LEAVING SAID RIGHT-OF-WAY AND ALONG THE CENTER OF SQUIRE'S RUN SOUTH 51° 33' 07" WEST, 20.71 FEET TO A POINT; THENCE, SOUTH 52° 50' 00" WEST, 25.98 FEET TO A POINT; THENCE, SOUTH 57° 45' 07" WEST, 19.40 FEET TO A POINT; THENCE, SOUTH 45° 42' 53" WEST, 32.21 FEET TO A POINT; THENCE, SOUTH 42° 20' 27" WEST, 42.63 FEET TO A POINT; THENCE, SOUTH 39° 06' 26" WEST, 15.35 FEET TO A POINT; THENCE, SOUTH 46° 22' 53" WEST, 16.35 FEET TO A POINT; THENCE, SOUTH 35° 18' 26" WEST, 59.16 FEET TO A POINT; THENCE, SOUTH 01° 48' 02" WEST, 13.10 FEET TO A POINT; THENCE, SOUTH 00° 29' 00" WEST, 44.81 FEET TO A POINT; THENCE, SOUTH 25° 26' 17" EAST, 92.78 FEET TO A POINT; THENCE, SOUTH 51° 28' 46" WEST, 32.14 FEET TO A POINT; THENCE, NORTH 86° 04' 23" WEST, 46.80 FEET TO A POINT; THENCE, SOUTH 68° 37' 07" WEST, 49.86 FEET TO A POINT; THENCE, SOUTH 29° 26' 41" WEST, 41.11 FEET TO A POINT; THENCE, SOUTH 17° 33' 52" WEST, 46.49 FEET TO A POINT;

THENCE, SOUTH 47° 29' 01" WEST, 39.78 FEET TO A POINT; THENCE, NORTH 72° 52' 49" WEST, 49.38 FEET TO A POINT; THENCE, NORTH 77° 26' 17" WEST, 33.92 FEET TO A POINT; THENCE, SOUTH 74° 35' 37" WEST, 44.88 FEET TO A POINT; THENCE, SOUTH 54° 22' 08" WEST, 40.47 FEET TO A POINT; THENCE, SOUTH 61° 35' 40" WEST, 30.86 FEET TO A POINT; THENCE, SOUTH 85° 49' 37" WEST, 40.96 FEET TO A POINT; THENCE, SOUTH 64° 38' 30" WEST, 55.40 FEET TO A POINT; THENCE, SOUTH 20° 58' 59" WEST, 62.80 FEET TO A POINT; THENCE, SOUTH 43° 54' 05" WEST, 73.52 FEET TO A POINT; THENCE, SOUTH 20° 11' 42" WEST, 46.93 FEET TO A POINT; THENCE, SOUTH 12° 44' 07" WEST, 54.88 FEET TO A POINT; THENCE, SOUTH 21° 15' 06" WEST, 24.12 FEET TO A POINT; THENCE, SOUTH 08° 06' 13" EAST, 27.94 FEET TO A POINT; THENCE, SOUTH 38° 04' 40" EAST, 47.34 FEET TO A POINT; THENCE, SOUTH 27° 34' 58" WEST, 12.59 FEET TO A POINT; THENCE, SOUTH 47° 52' 26" WEST, 110.78 FEET TO A POINT; THENCE, NORTH 83° 38' 13" WEST, 36.73 FEET TO A POINT; THENCE, SOUTH 54° 59' 40" WEST, 23.51 FEET TO A POINT; THENCE, SOUTH 03° 17' 18" WEST, 55.96 FEET TO A POINT; THENCE, SOUTH 34° 39' 07" WEST, 37.50 FEET TO A POINT; THENCE, SOUTH 64° 52' 00" WEST, 40.64 FEET TO A POINT; THENCE, SOUTH 45° 09' 32" WEST, 42.69 FEET TO A POINT; THENCE, SOUTH 05° 35' 54" WEST, 57.30 FEET TO A POINT; THENCE, SOUTH 21° 22' 39" WEST, 21.56 FEET TO A POINT; THENCE, SOUTH 56° 54' 06" WEST, 64.16 FEET TO A POINT; THENCE, SOUTH 07° 43' 41" WEST, 48.08 FEET TO A POINT; THENCE, SOUTH 54° 26' 21" EAST, 39.15 FEET TO A POINT; THENCE, SOUTH 06° 02' 21" EAST, 31.93 FEET TO A POINT; THENCE, SOUTH 41° 54' 30" WEST, 115.50 FEET TO A POINT; THENCE, SOUTH 02° 12' 09" EAST, 72.96 FEET TO A POINT; THENCE, SOUTH 38° 20' 34" WEST, 106.33 FEET TO A POINT; THENCE, SOUTH 51° 00' 18" WEST, 34.18 FEET TO A POINT; THENCE, SOUTH 85° 48' 07" WEST, 61.54 FEET TO A POINT; THENCE, SOUTH 56° 34' 35" WEST, 45.61 FEET TO A POINT; THENCE LEAVING SQUIRE'S RUN NORTH 40° 09' 32" WEST, 11.60 FEET TO A REBAR FOUND; THENCE, NORTH 38° 47' 25" WEST, 1853.19 FEET TO A REBAR FOUND; THENCE, NORTH 17° 13' 52" WEST, 66.74 FEET TO A POINT; THENCE, NORTH 21° 11' 39" WEST, 54.12 FEET TO A POINT; THENCE, NORTH 19° 20' 51" WEST, 141.18 FEET TO A POINT; THENCE, NORTH 07° 04' 20" WEST, 60.82 FEET TO A REBAR FOUND; THENCE, SOUTH 57° 20' 05" EAST, 27.66 FEET TO A POINT; THENCE, SOUTH 68° 32' 41" EAST, 36.61 FEET TO A POINT; THENCE, SOUTH 77° 17' 25" EAST, 77.51 FEET TO A POINT; THENCE, NORTH 83° 38' 39" EAST, 98.28 FEET TO A POINT; THENCE, NORTH 67° 10' 10" EAST, 77.26 FEET TO A POINT; THENCE, NORTH 86° 36' 21" EAST, 68.63 FEET TO A POINT; THENCE, NORTH 76° 00' 09" EAST, 89.89 FEET TO A POINT; THENCE, NORTH 56° 35' 03" EAST, 433.47 FEET TO A POINT; THENCE, NORTH 27° 06' 17" EAST, 35.16 FEET TO A POINT; THENCE, NORTH 13° 14' 01" EAST, 587.31 FEET TO THE POINT OF BEGINNING, CONTAINING ±2,950,134 SQUARE FEET, OR ±67.726 ACRES, AS SURVEYED BY WITHERS-RAVENEL.

Section 2. Upon and after November 18, 2025, the above described territory and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in the Town of Richlands and shall be entitled to the same privileges and benefits as other parts of the Town of Richlands. Said territory shall be subject to municipal taxes according to G.S. 160A-31.

Section 3. The Mayor of the Town of Richlands shall cause to be recorded in the office of the Register of Deeds of Onslow County, and in the office of the Secretary of State at Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1 above, together with a duly certified copy of this ordinance. Such a map shall also be delivered to the County Board of Elections, as required by G.S. 163-288.1.

Adopted this 18th day of November, 2025.

Mayor

APPROVED AS TO FORM:

Town Attorney

ATTEST:

Town Clerk

North Carolina
Onslow County

I, a notary public for said County and State, do hereby certify that Erin Juhls personally came before me this day and acknowledged that she is the Town Clerk for the Town of Richlands, a municipal corporation, and that by authority duly given and as the act of the corporation, the foregoing instrument was signed in its name by the Mayor, sealed with its corporate seal, and attested by herself as its Town Clerk.

Witness my hand and seal, this the ____ day of _____, 2025.

My commission expires:

Notary Public



TOWN OF RICHLANDS

Regular Board Meeting

Agenda Item IX. - 5.

Subdivision and Zoning Text Amendments

Description:

Subdivision and Zoning Text Amendments.

Review:

Now that the appropriate public hearings have been held, the Board may deliberate and vote on the matter. Ordinance 2025-09 will add language to the subdivision regulations that provide guidance as to when the Board of Aldermen accept streets by stating that 90% of a given subdivision must be completed before the Board will authorize any street acceptance. Additionally, language has been removed to clarify that streets are to be designed to NCDOT specification, not the town, as required by House Bill 926.

Ordinance 2025-10 completely updates the swimming pool regulations by deleting the entire section and replacing it with language direct from the state building code regarding outdoor swimming pools.

Action Needed:

Approve the ordinance if desired.

ATTACHMENTS:

Description

- ☐ Ordinance 2025-09
- ☐ Ordinance 2025-10
- ☐ Land Use Plan Consistency Statement

STATE OF NORTH CAROLINA
TOWN OF RICHLANDS

ORDINANCE
2025-09

Ordinance Amending Official Richlands Subdivision Regulations

Introduced: November 18, 2025
Adopted: _____, 2025

WHEREAS, the Town of Richlands (hereinafter Town), seeks to amend Section 152.069, Streets of Chapter 152: SUBDIVISIONS of the Richlands Code of Ordinances; and

WHEREAS, the proposed Text Amendment have been reviewed and deemed appropriate by the Richlands Planning Board; and

WHEREAS, the Richlands Board of Aldermen has posted the required notice and a public hearing for the proposed Text Amendments was held on November 18, 2025; and

NOW, THEREFORE, BE IT ORDAINED:

SECTION 1. That the Richlands Board of Aldermen amends Title XV, Section 152.069, Streets by deleting Paragraph (A) and replacing with the following:

(A) *Type of streets required.* All subdivision lots shall abut on a public or private street. (See division (W) below.) All public streets shall be dedicated to the town, the state or the public as determined appropriately by the Planning Board. Streets dedicated to the town shall be accepted by resolution of the Town Board **and only after every approved subdivision phase and/or section is 90% completed.** All public streets shall be built to the standards ~~of this chapter and all other applicable standards of the town and~~ of the North Carolina Department of Transportation. Public streets shall be constructed to the standards necessary to be put on the state highway system or the standards in this chapter, whichever is stricter in regard to each particular item, and shall be put on such system. Streets which are not dedicated to the town which are not eligible to be put on the state highway system because there are too few lots or residences shall, nevertheless, be dedicated to the public and shall be in accordance with the standards in this chapter or standards necessary to be put on the state highway system, whichever is stricter in regard to each particular item, so as to be eligible to be put on the system at a later date. A written maintenance agreement with provisions for maintenance of the street until it is put on the state system shall be included with the final plat.

SECTION 2. That the Richlands Board of Aldermen recognize and fully concur with the findings and recommendation of the Comprehensive Land Use Plan Consistency Statement provided by the Richlands Planning Board dated October 20, 2025.

SECTION 3. If any section, subsection, paragraph, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent

jurisdiction, such portion shall be deemed severable and such holding shall not affect the validity of the remaining portions hereof.

SECTION 4. This ordinance shall be effective immediately upon its adoption.

Adopted at a Regular Board Meeting on November 18, 2025.

McKinley Smith, Mayor

ATTEST:

Approved as to form:

Erin Juhls, Town Clerk

Town Attorney

DRAFT

STATE OF NORTH CAROLINA
TOWN OF RICHLANDS

ORDINANCE
2025-10

Ordinance Amending Official Richlands Zoning Regulations

Introduced: November 18, 2025

Adopted: _____, 2025

WHEREAS, the Town of Richlands (hereinafter Town), seeks to amend Section 153.091, Outdoor Swimming Pools of Chapter 153 ZONING of the Richlands Code of Ordinances; and

WHEREAS, the proposed Text Amendment have been reviewed and deemed appropriate by the Richlands Planning Board; and

WHEREAS, the Richlands Board of Aldermen has posted the required notice and a public hearing for the proposed Text Amendments was held on November 18, 2025; and

NOW, THEREFORE, BE IT ORDAINED:

SECTION 1. That the Richlands Board of Aldermen amends Title XV, Section 153.091, Outdoor Swimming Pools by deleting all paragraphs and replacing with the following:

(A) DEFINITIONS:

ABOVE-GROUND/ON-GROUND POOL. See "Swimming pool."

BARRIER. A permanent fence, wall, building wall or combination thereof that completely surrounds the swimming pool and obstructs access to the swimming pool.

HOT TUB. See "Swimming pool."

IN-GROUND POOL. See "Swimming pool."

RESIDENTIAL. That which is situated on the premises of a detached one- or two-family dwelling or a one-family townhouse not more than three stories in height.

SPA, NONPORTABLE. See "Swimming pool."

SPA, PORTABLE. A nonpermanent structure intended for recreational bathing, in which all controls, water-heating and water-circulating equipment are an integral part of the product.

SWIMMING POOL. Any structure intended for swimming or recreational bathing that contains water over 24 inches (610 mm) deep. This includes in-ground, above-ground and on-ground swimming pools, hot tubs and spas.

(B) An outdoor swimming pool, including an in-ground, above-ground or on-ground pool, hot tub or spa shall be surrounded by a barrier that complies with Paragraphs C through D and the State Building Code.

(C) Barrier heights and clearances shall be in accordance with all of the following:

(1) The top of the barrier shall be not less than 48 inches (1219 mm) above grade where measured on the side of the barrier that faces away from the pool or spa. Such height shall exist around the entire perimeter of the barrier and for a distance of 3 feet (914 mm) measured horizontally from the outside of the required barrier.

(2) The vertical clearance between grade and the bottom of the barrier shall not exceed 2 inches (51 mm) for grade surfaces that are not solid, such as grass or gravel, where measured on the side of the barrier that faces away from the pool or spa.

(3) The vertical clearance between a surface below the barrier to a solid surface, such as concrete, and the bottom of the required barrier shall not exceed 4 inches (102 mm) where measured on the side of the required barrier that faces away from the pool or spa.

(4) Where the top of the pool or spa structure is above grade, the barrier shall be installed on grade or shall be mounted on top of the pool or spa structure. Where the barrier is mounted on the top of the pool or spa, the vertical clearance between the top of the pool or spa and the bottom of the barrier shall not exceed 4 inches (102 mm).

(D) An on-ground residential pool wall structure or a barrier mounted on top of an on-ground residential pool wall structure shall serve as a barrier where all of the following conditions are present:

(1) Where only the pool wall serves as the barrier, the bottom of the wall is on grade, the top of the wall is not less than 48 inches (1219 mm) above grade for the entire perimeter of the pool, the wall complies with the requirements of the State Building Code and the pool manufacturer allows the wall to serve as a barrier.

(2) Where a barrier is mounted on top of the pool wall, the top of the barrier is not less than 48 inches (1219 mm) above grade for the entire perimeter of the pool, and the wall and the barrier on top of the wall comply with the requirements of the State Building Code.

(3) Ladders or steps used as means of access to the pool are capable of being secured, locked or removed to prevent access except where the ladder or steps are surrounded by a barrier that meets the requirements of the State Building Code.

(4) Openings created by the securing, locking or removal of ladders and steps do not allow the passage of a 4-inch (102 mm) diameter sphere.

(5) Barriers that are mounted on top of on-ground residential pool walls are installed in accordance with the pool manufacturer's instructions.

(E) A swimming pool shall be set back a minimum of 10 feet from all sides and rear lot lines. No swimming pool as defined in this section shall be located in a front yard.

(F) Any pump and filtering equipment and any appurtenant structures shall be located at least 10 feet from any lot line, shall be buffered for noise unless exempted by the Town Administrator or their designee.

(G) Any pool that is not in use for more than 30 days shall either be drained or covered.

SECTION 2. That the Richlands Board of Aldermen recognize and fully concur with the findings and recommendation of the Comprehensive Land Use Plan Consistency Statement provided by the Richlands Planning Board dated October 20, 2025.

SECTION 3. If any section, subsection, paragraph, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed severable and such holding shall not affect the validity of the remaining portions hereof.

SECTION 4. This ordinance shall be effective immediately upon its adoption.

Adopted at a Regular Board Meeting on November 18, 2025.

McKinley Smith, Mayor

ATTEST:

Approved as to form:

Erin Juhls, Town Clerk

Town Attorney

TOWN OF RICHLANDS
NORTH CAROLINA

Office of the
Town Administrator
(910) 324-3301
(910) 324-2324 fax



Mailing Address
P.O. Box 245
Richlands, N.C.
28574

October 20, 2025

Land Use Plan Consistency Statement
Richlands Planning Board

RE: Various Text Amendments.

The Richlands Planning Board finds the action to amend the Town's Subdivision and Zoning Regulations by adopting the various text amendments listed below to be consistent with the adopted Onslow County Comprehensive Land Use Plan. The proposed text amendments are as follows:

Amends Title XV, Section 152.069, Streets, by deleting Paragraph (A) and replacing with the following:

(A) Type of streets required. All subdivision lots shall abut on a public or private street. (See division (W) below.) All public streets shall be dedicated to the town, the state or the public as determined appropriately by the Planning Board. Streets dedicated to the town shall be accepted by resolution of the Town Board and only after every approved subdivision phase and/or section is 90% completed. All public streets shall be built to the standards of the North Carolina Department of Transportation. Public streets shall be constructed to the standards necessary to be put on the state highway system or the standards in this chapter, whichever is stricter in regard to each particular item, and shall be put on such system. Streets which are not dedicated to the town which are not eligible to be put on the state highway system because there are too few lots or residences shall, nevertheless, be dedicated to the public and shall be in accordance with the standards in this chapter or standards necessary to be put on the state highway system, whichever is stricter in regard to each particular item, so as to be eligible to be put on the system at a later date. A written maintenance agreement with provisions for maintenance of the street until it is put on the state system shall be included with the final plat.

Amends Title XV, Section 153.091, Outdoor Swimming Pools by deleting all paragraphs and replacing with the following:

(A) DEFINITIONS:
ABOVE-GROUND/ON-GROUND POOL. See "Swimming pool."

BARRIER. A permanent fence, wall, building wall or combination thereof that completely surrounds the swimming pool and obstructs access to the swimming pool.

HOT TUB. See "Swimming pool."

IN-GROUND POOL. See "Swimming pool."

RESIDENTIAL. That which is situated on the premises of a detached one- or two-family dwelling or a one-family townhouse not more than three stories in height.

SPA, NONPORTABLE. See "Swimming pool."

SPA, PORTABLE. A nonpermanent structure intended for recreational bathing, in which all controls, water-heating and water-circulating equipment are an integral part of the product.

SWIMMING POOL. Any structure intended for swimming or recreational bathing that contains water over 24 inches (610 mm) deep. This includes in-ground, above-ground and on-ground swimming pools, hot tubs and spas.

(B) An outdoor swimming pool, including an in-ground, above-ground or on-ground pool, hot tub or spa shall be surrounded by a barrier that complies with Paragraphs C through D and the State Building Code.

(C) Barrier heights and clearances shall be in accordance with all of the following:

(1) The top of the barrier shall be not less than 48 inches (1219 mm) above grade where measured on the side of the barrier that faces away from the pool or spa. Such height shall exist around the entire perimeter of the barrier and for a distance of 3 feet (914 mm) measured horizontally from the outside of the required barrier.

(2) The vertical clearance between grade and the bottom of the barrier shall not exceed 2 inches (51 mm) for grade surfaces that are not solid, such as grass or gravel, where measured on the side of the barrier that faces away from the pool or spa.

(3) The vertical clearance between a surface below the barrier to a solid surface, such as concrete, and the bottom of the required barrier shall not exceed 4 inches (102 mm) where measured on the side of the required barrier that faces away from the pool or spa.

(4) Where the top of the pool or spa structure is above grade, the barrier shall be installed on grade or shall be mounted on top of the pool or spa structure. Where the barrier is mounted on the top of the pool or spa, the vertical clearance between the top of the pool or spa and the bottom of the barrier shall not exceed 4 inches (102 mm).

(D) An on-ground residential pool wall structure or a barrier mounted on top of an on-ground residential pool wall structure shall serve as a barrier where all of the following conditions are present:

(1) Where only the pool wall serves as the barrier, the bottom of the wall is on grade, the top of the wall is not less than 48 inches (1219 mm) above grade for the

entire perimeter of the pool, the wall complies with the requirements of the State Building Code and the pool manufacturer allows the wall to serve as a barrier.

(2) Where a barrier is mounted on top of the pool wall, the top of the barrier is not less than 48 inches (1219 mm) above grade for the entire perimeter of the pool, and the wall and the barrier on top of the wall comply with the requirements of the State Building Code.

(3) Ladders or steps used as means of access to the pool are capable of being secured, locked or removed to prevent access except where the ladder or steps are surrounded by a barrier that meets the requirements of the State Building Code.

(4) Openings created by the securing, locking or removal of ladders and steps do not allow the passage of a 4-inch (102 mm) diameter sphere.

(5) Barriers that are mounted on top of on-ground residential pool walls are installed in accordance with the pool manufacturer's instructions.

(E) A swimming pool shall be set back a minimum of 10 feet from all sides and rear lot lines. No swimming pool as defined in this section shall be located in a front yard.

(F) Any pump and filtering equipment and any appurtenant structures shall be located at least 10 feet from any lot line, shall be buffered for noise unless exempted by the Town Administrator or their designee.

(G) Any pool that is not in use for more than 30 days shall either be drained or covered.

The proposed text amendments will not alter any existing zoning districts but rather clarify existing regulations and provide better guidance to the staff and public. Therefore, the proposed text amendments are deemed compatible and consistent with the Onslow County Comprehensive Land Use Plan

The Richlands Planning Board met on October 20, 2025 to review and discuss the proposed text amendments. The Richlands Planning Board unanimously voted to recommend that the proposed text amendment be approved by the Richlands Board of Aldermen.

Sincerely,



Marilyn Bunce

Vice-Chair, Richlands Planning Board



TOWN OF RICHLANDS
Regular Board Meeting
Agenda Item IX. - 6.
Subdivision Map Approval

Description:

Subdivision Map Approval (Farrow Property).

Review:

The attached subdivision map will create two residential lots out of Mr. Ernest Farrow's property at 204 East Point Street. Since the proposed subdivision creates an easement, the Board will have to approve the subdivision per the town's subdivision regulations.

Action Needed:

Approve the subdivision map.

ATTACHMENTS:

Description

- Farrow Subdivision Map 2025

I, GAIRY I. CANADY, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN BOOK 2848, PAGE 851 AND BOOK N/A, PAGE N/A, MB 52, PG 146); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN DB N/A, PG N/A, AS NOTED; THAT THE RATIO OF PRECISION AS CALCULATED IS 1:10,000+; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G. S. 47-30 AS AMENDED, AND TO:

THE GPS PORTION OF THIS SURVEY WAS PERFORMED AS FOLLOWS:
 CLASS OF SURVEY: A POSITIONAL ACCURACY: 0.02'
 TYPE OF GPS FIELD PROCEDURE: RTK DATES OF SURVEY: 10/16/2025
 DATUM/EPOCH: NAD83 (2011) GEOID MODEL: 2018
 PUBLISHED/FIXED CONTROL USE: NC-VRS NETWORK
 COMBINED GRID FACTOR: .9998954 UNITS: US SURVEY FEET

GS 47-30 (F) (11) (a) THAT THE SURVEY CREATES A SUBDIVISION OF LAND WITHIN THE AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND;

WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER AND SEAL THIS 16TH DAY OF OCTOBER, A.D., 2025.

****PRELIMINARY--NOT FOR SALES OR CONVEYANCES****

GAIRY I. CANADY, PLS L-2904

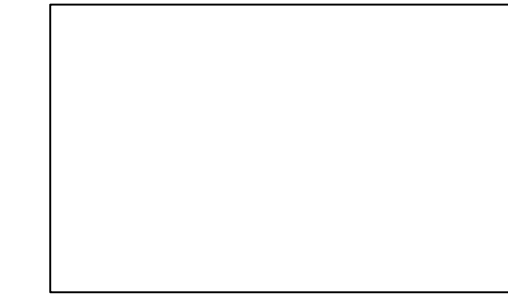
NORTH CAROLINA, ONSLOW COUNTY

I, _____, REVIEW OFFICER OF ONSLOW COUNTY, CERTIFY THAT THE MAP OR PLAT THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

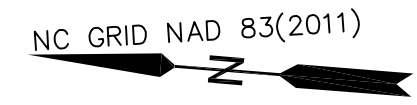
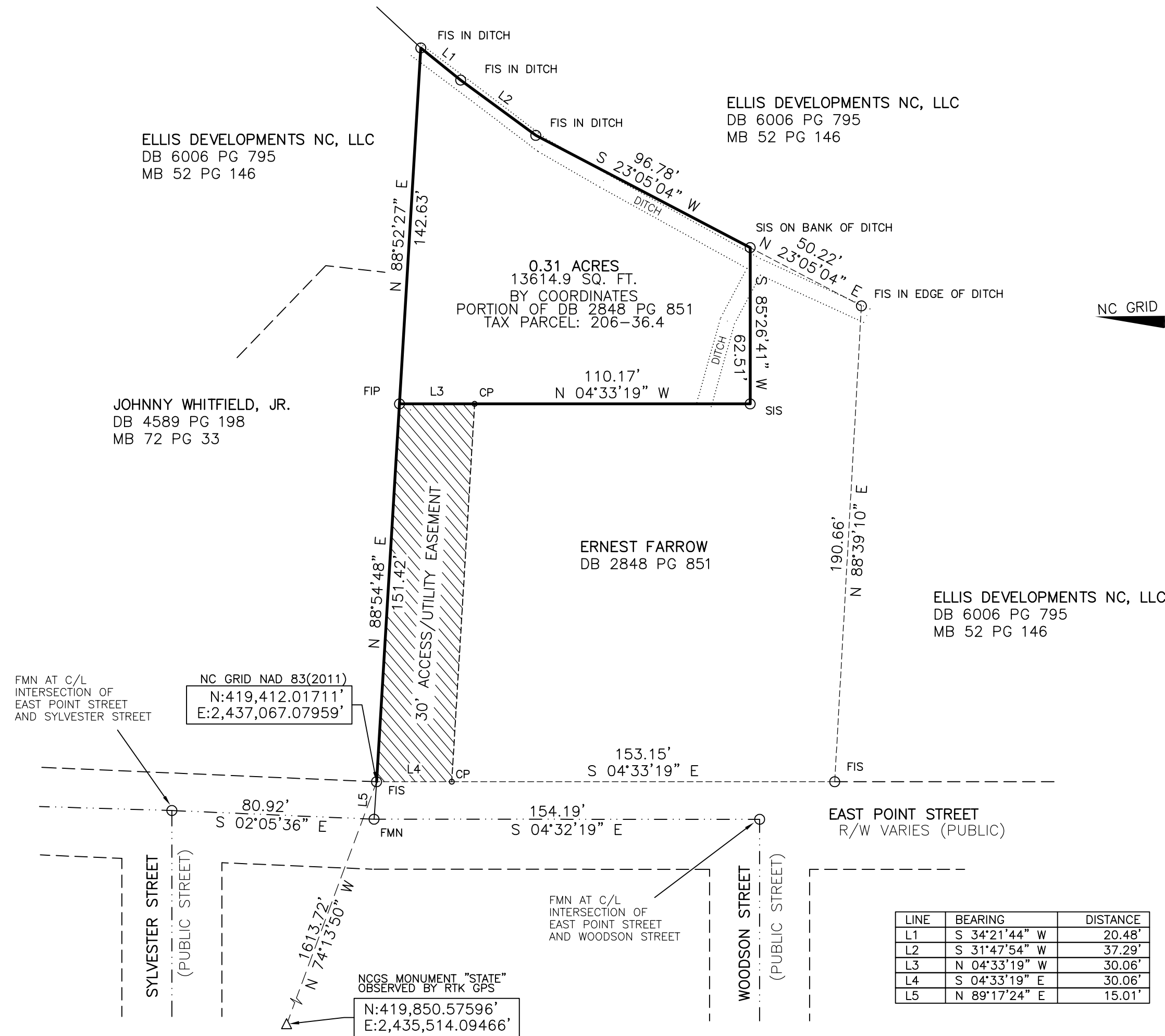
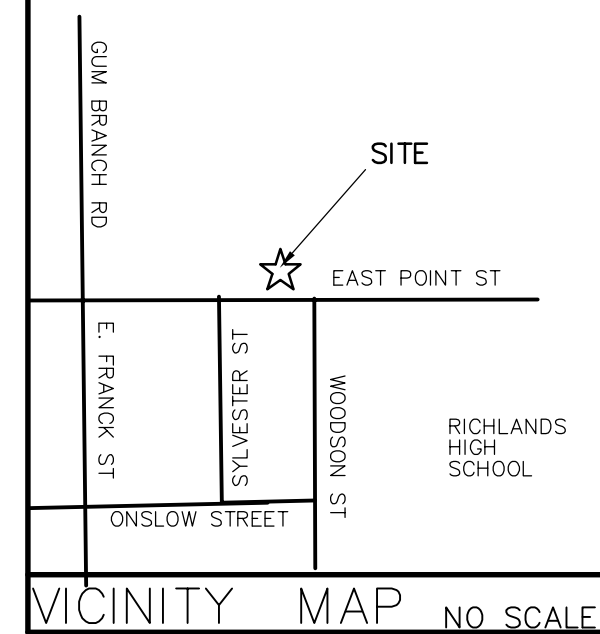
REVIEW OFFICER _____ DATE _____

THIS MAP IS HEREBY APPROVED FOR RECORDING IN THE REGISTER OF DEEDS OFFICE.

GREGG WHITEHEAD, TOWN ADMINISTRATOR _____ DATE _____



REGISTER OF DEEDS



- LEGEND**
- C/L - CENTERLINE
 - CP - CALCULATED POINT
 - DB - DEED BOOK
 - FIP - FOUND IRON PIPE
 - FIS - FOUND IRON STAKE
 - FMN - FOUND MAG NAIL
 - NCSR - NORTH CAROLINA STATE ROAD
 - PG - PAGE
 - PP - POWER POLE
 - R/W - RIGHT OF WAY
 - SIS - SET IRON STAKE

- REFERENCES**
- DB 2848 PG 851
 - MB 52 PG 146

ZONE: RM-6
 ZONING SETBACKS
 FRONT-25'
 SIDE-8'
 REAR-10'
 MINIMUM LOT SIZE: 6,000 SQ. FT.

- GRID NOTES:**
- 1) BEARINGS AND COORDINATES ARE NC GRID NAD 83(2011) AS OBSERVED BY RTK GPS (CARLSON BRX7) UTILIZING THE VRS NETWORK.
 - 2) ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES.
 - 3) NO NC GRID MONUMENTS WERE FOUND WITHIN 2000' OF THIS SITE.

LINE	BEARING	DISTANCE
L1	S 34°21'44" W	20.48'
L2	S 31°47'54" W	37.29'
L3	N 04°33'19" W	30.06'
L4	S 04°33'19" E	30.06'
L5	N 89°17'24" E	15.01'

PROPERTY CURRENTLY OWNED BY:
 ERNEST FARROW
 204 EAST POINT STREET
 RICHLANDS, NC 28574
 TAX PARCEL: 206-36.4

FAMILY DIVISION SURVEY FOR:
TERRELL FARROW
 RICHLANDS TOWNSHIP, TOWN OF RICHLANDS ONSLOW COUNTY, NC
 SCALE 1"=40' FB 342 PG 48 DATE:10/16/25
 CAD: FARROWTERRELL DWG: 204EAST

GAIRY CANADY LAND SURVEYING
 2780 KINSTON HIGHWAY RICHLANDS, NC 28574
 910-324-4616 PO BOX 915
 EMAIL: gairycanady@gmail.com FAX 910-324-8430





TOWN OF RICHLANDS
Regular Board Meeting
Agenda Item IX. - 7.
Budget Amendments 9 & 10

Description:

Budget Amendment #9 (Fire Service Tax) and Budget Amendment #10 (Venters Park Design).

Review:

Budget Amendment #9 will account for \$2,064.92 in additional revenue received from the county fire tax distribution for FY 2025. Budget Amendment #10 will account for the \$6,500.00 in engineering and design fees for the Venters Park restroom and stage facilities.

Action Needed:

Approve the budget amendment.

ATTACHMENTS:

Description

- ☐ Budget Amendment #9
- ☐ Budget Amendment #10

**BUDGET AMENDMENT #10
FY ENDING 2025/2026
BUILDINGS & GROUNDS**

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

Finance Officer

Account Number	Description	Budget	Increase (Decrease)	New Budget	Explanation
10-5720-512	Contractual Services	19,500	6,500	26,000	To account for design and engineering services of bathroom facility & amphitheater at Venters Park.
4999	Fund Balance		(6,500)		

TOTAL: 6,500

This budget amendment has been approved by
The Board of Alderman/Town Administrator:

Date

Date entered into BMS: _____



TOWN OF RICHLANDS
Regular Board Meeting
Agenda Item IX. - 8.
Stormwater Project

Description:

Stormwater Project.

Review:

Public Works Director Johnathan Jarman has identified a storm water project that affects multiple properties on West Foy Street and runs from Rand Street to Railroad Street intersection and needs Board consideration. The project will involve replacing and up-sizing culverts along sections of West Foy Street and Railroad Street and possibly needing easements to reconstruct ditches behind several properties on West Foy that feed into the the Railroad Street drainage system. Mr. Jarman would like the Board to consider initiating preliminary engineering services in order to determine that best course of action.

Depending on the amount of work needed, the project can reach \$248,000 in construction costs alone. Initial survey work will allow us to know if considerable costs savings can be achieved by avoiding having to procure easements and new ditch work off the right-of-way. The attached map is a simplified snapshot of the proposed project.

Action Needed:

Act as desired.

ATTACHMENTS:

Description

- ☐ Stormwater Project Costs
- ☐ Stormwater Project Map

Engineering Fees

Delineation of existing wetlands - Subcontract to Paul Farley (Davey Resource Group)

If required, US COE Permit (possibly a Nationwide Permit) - Subcontract to Paul Farley (Davey Resource Group)

Surveying - Existing Utility Location, Route survey/Topo, Measure-downs - Rivers & Associates, Inc.

Preparation of Easement Maps (7 properties) - Rivers & Associates, Inc.

Engineering Design, Preparation of Plans & Specifications - Rivers & Associates, Inc.

Bidding Services (Informal Bids) - Rivers & Associates, Inc.

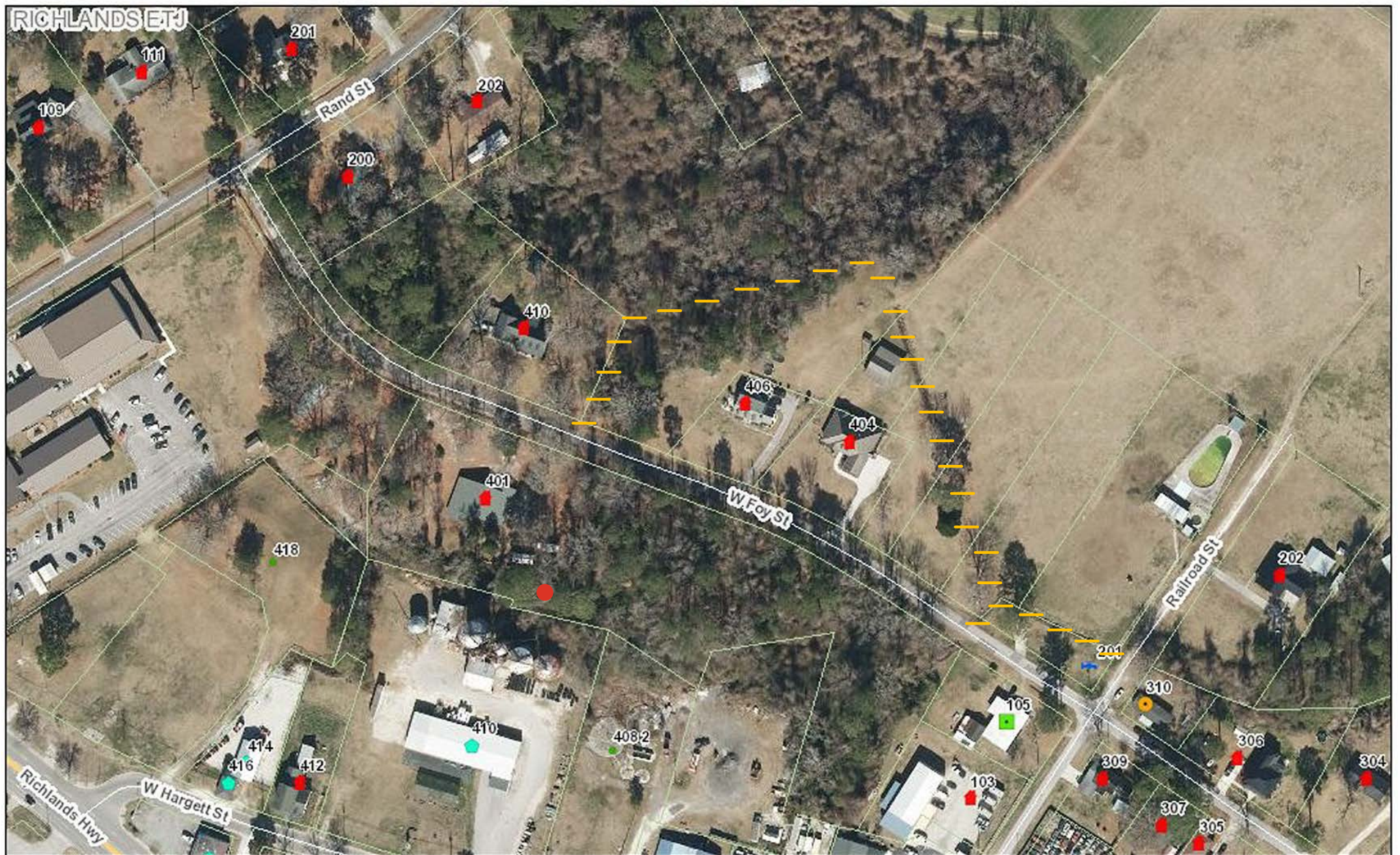
Construction Administration & Periodic Inspection (4-month Contract) - Rivers & Associates, Inc.

Estimated Construction Cost

Total

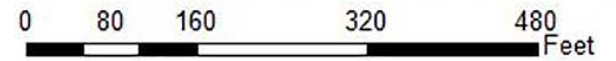
\$	2,700.00
\$	2,500.00
\$	11,650.00
\$	8,500.00
\$	14,650.00
\$	6,000.00
\$	31,000.00
\$	248,211.98
\$	325,211.98

Onslow County



September 19, 2025

MAP IS NOT TO BE USED FOR SALES OR
CONVEYANCES. THIS IS NOT A SURVEY
NO FIELD SURVEY WAS PERFORMED!



Onslow County
Geographical Information Services
234 NW Corridor Blvd
Jacksonville, NC 28540
(910) 937-1190
gis@onslowcountync.gov



TOWN OF RICHLANDS
Regular Board Meeting
Agenda Item X. - 1.
Administrator Notes and Updates

Description:

- The new Dodge 2500 Pickup has been delivered and tagged.
- NCDOT has completed the grinding of the stump to the tree they cut down on West Hargett Street.
- NCDOT put out a Call for Projects for pedestrian safety on October 14 and I received two potential projects from NCDOT staff to consider for submission. I submitted both projects that hopefully will be approved and constructed by NCDOT. One project will install pedestrian crossings with timed crossing signals at the intersection of Franck and Wilmington Street and the second project will construct 450 feet of sidewalk on the east side of Hwy 24/258 from Woodson School Road and Woodson Street and consider crosswalks and timed countdown pedestrian signals at the intersection of Woodson School Road and Sylsvester Farm Road, allowing for safe pedestrian crossing of Hwy 24/258 from the high school entrance to The Lands development.

Review:

Action Needed:



TOWN OF RICHLANDS
Regular Board Meeting
Agenda Item XI. - 1.
October 2025 Police Report

Description:

Attached is the Police Activity Log for the month of October 2025.

Review:

Action Needed:

Receive the Police Report.

ATTACHMENTS:

Description

- ☐ October 2025 Police Activity Log

Activity Log Event Summary (Cumulative Totals)

Richlands Police Department

(10/01/2025 - 10/31/2025)

<No Event Type Specified>	4	Administration Run	38
Alarm Activation	2	Arrest	11
Assist Citizen	35	Assist EMS	4
Assist Other Agency	10	Assist Other RPD Officer	3
Attended Court	1	Background Investigations	1
Bank Escort	3	Business Check	673
Business Walk Through	7	Call for Service	300
Careless & Reckless	1	Child Safety Seat	1
Citation	140	Crash	12
Domestic Dispute	5	DWI	1
DWLR	19	Fingerprinting	8
Follow up Investigation	5	Found Property/Safe Keeping	2
Hit & Run	1	Incident Report	22
Juvenile Problems	2	Lighting Violation	13
Loud Muffler	1	Missing Person	1
Narcotic Incident	1	No Insurance	14
Noise Complaint	2	NOL	18
Open Container	1	Patrol Zone 1	42
Patrol Zone 2	46	Patrol Zone 3	40
Patrol Zone 4	44	Patrol Zone 5	42
Patrol Zone 6	38	Possession of Drug Paraphernalia	2
Possession of Marijuana	2	Registration Violation	49
Residence Check	1	Resist, Obstruct/Delay Officer	3
Safe Movement Violation	4	Seatbelt	2
Selective Traffic Enforcement	44	Special Assignment	4
Speeding	38	Stoplight/Sign	8
Supplement to report	2	Suspicious Vehicle/Person/Incident	17
Towed Vehicle	2	Transport to Jail	10
Unlock Car	7	Vehicle Check After Shift	16
Vehicle Check Before Shift	17	Vehicle Searches	9
Vehicle Stop	210	Verbal Warnings	110
Walmart (Assist County)	3	Warning Citation	20
Warrant	9	Window Tint Violation	4

Activity Log Event Summary (Cumulative Totals)

Richlands Police Department

(10/01/2025 - 10/31/2025)

Total Number Of Events: 2,207