

# Pender County Planning and Community Development

## Planning Division

805 S. Walker Street  
PO Box 1519  
Burgaw, NC 28425



Phone: 910-259-1202  
Fax: 910-259-1295  
[www.pendercountync.gov](http://www.pendercountync.gov)

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## Grace Community Church of Topsail

**Case Number:** SDP 2024-380

**Application Type:** Major Site Development

**Applicant:** Grace Community Church of Topsail

**Owners:** Grace Community Church of Topsail

**Location:** On the west side of Hoover Road, just north of South Topsail Elementary School.

**Property ID #(s):** 3283-84-6035-0000

**Description:** A Major Site Development Plan application has been submitted for the development of a 20,170-SF church with associated parking.

**Current Zoning:** RP, Residential Performance

### Technical Review Committee Meeting

April 4, 2024

### Board of County Commissioners/Planning Board Meeting

N/A

### Application Materials

Application  
Site Plan

# **APPLICATION**

# Pender County Planning and Community Development

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## MAJOR AND MINOR SITE DEVELOPMENT APPLICATION

THIS SECTION FOR OFFICE USE					
Date: 3/1/24	Permit Number:	Permit Fee: 250.00	Invoice Number: 38840		
*Zoning Approval ONLY: YES / NO			Final Zoning Compliance Approved: YES / NO / N/A		
Type of Site Development Plan:	<input checked="" type="checkbox"/> Major	<input type="checkbox"/> Minor	SDP 2024-380		
SECTION 1: GENERAL INFORMATION					
Applicant's Name:	Grace Community Church of Topsail		Property Owner's Name:	Grace Community Church of Topsail	
Applicant's Address:	PO Box 835		Property Owner's Address:	same	
City, State, & Zip	Hampstead, NC 28443		City, State, & Zip		
Phone Number:	910-803-1771		Phone Number:		
Email Address:	gracetopsail@gmail.com		Email Address:		
Legal relationship of applicant to landowner:	same				
SECTION 2: PROJECT INFORMATION					
PIN (Property Id #):	3283-84-6035-000		Total property acreage:	4.52 ac	
Zoning:	RP		Acreage to be disturbed:	3.25	
Water Provider:	Pender Co.		Wastewater Provider:	Pluris	
Directions to Site:	At the intersection of Tim Moore Dr. and Hoover Rd.				
Lot Size: 4.52	Sq Ft of Building: 19,100 sf		Building Height: 28'		
Setbacks	Front: 30'	Side: 10'	Rear: 25'		
NAICS Code/Use:					
Business Name:	GRACE CHURCH				
Describe activities to be undertaken on project site:	Christian worship and training - Religious				
Ownership:	Number of Employees:		Number of Members:		Seating Capacity:
<input checked="" type="checkbox"/> Private <input type="checkbox"/> Public	4		200		400

*\*If the applicant is not the owner of the property, a notarized letter from the property owner may be required*

*\*Zoning approval is for the use being proposed ONLY, other department approvals may be required i.e. Fire Marshal, Environmental Health, Permitting, etc...*

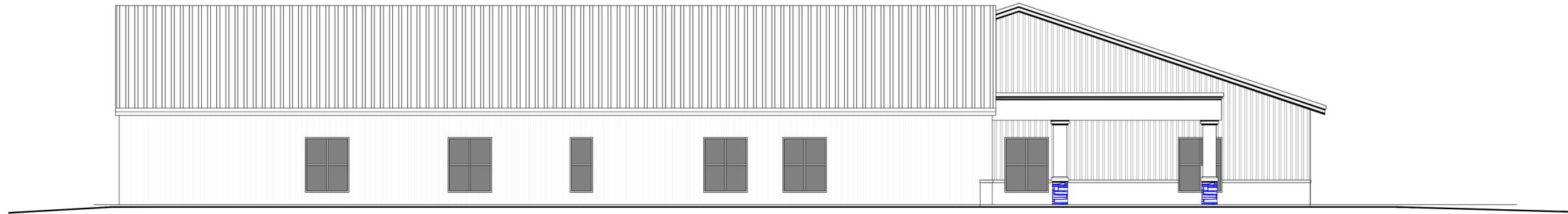
**SECTION 4: ADDITIONAL COMMENTS**

*Note: Plans pertain to new building  
SUP 2022-39 approved April 12 2023*

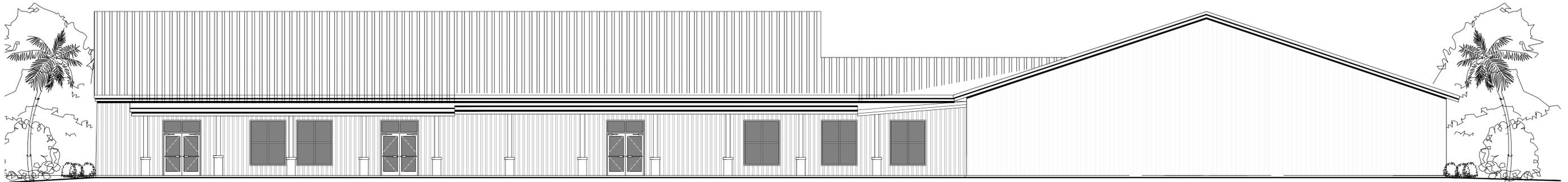
**SECTION 5: SIGNATURES**

<b>Applicant's Signature</b>	<i>Steve Marshall</i>	<b>Date:</b>	
<b>Applicant's Name Printed</b>	<i>Steve Marshall</i>	<b>Date:</b>	<i>2-29-24</i>
<b>Owner's Signature</b>	<i>-</i>	<b>Date:</b>	
<b>Owner's Name Printed</b>	<i>-</i>	<b>Date:</b>	
<b>Planning Staff:</b>		<b>Date:</b>	

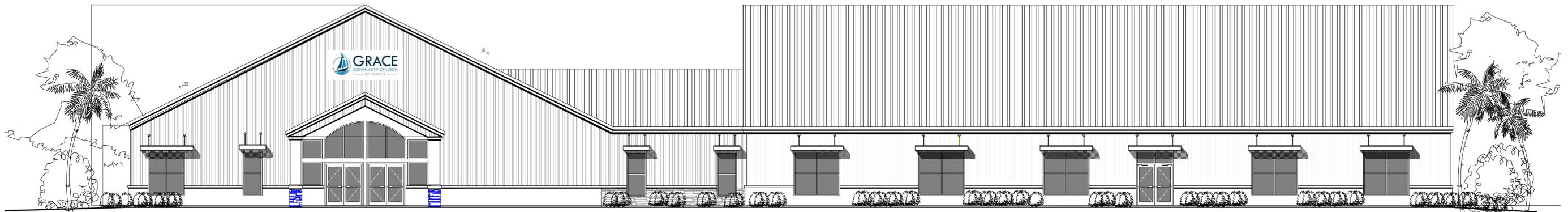
# **SITE PLAN**



○ SIDE ELEVATION  
SCALE: 1/8"=1'



○ REAR ELEVATION  
SCALE: 1/8"=1'



○ HOOVER ROAD ELEVATION  
SCALE: 1/8"=1'



[910] 803-1771 gracetopsail@gmail.com

**Urban Design**  
 Architect, P.A.  
 Myrtle Beach, SC P.O. Box 10537  
 free. [877] 866-4660 t. [910] 256-5076  
 f. [843] 839-2970 free. [877] 866-4660

Provide U.S. CONTACT YOUR WORKS TO THE LORD AND YOUR PLANS WILL BE ESTABLISHED

I, Paul D. Talbot, do certify that this map was drawn by me from an actual survey made by me (deed descriptions as referenced); in accordance with "The Standards of Practice for Land Surveying in North Carolina"

The GPS portion of this survey was performed in September and October and is of a Class A Standard using RTK method with a positional accuracy of 0.09' using NAD83(2011) datum using the NCGS RTK Network adjustments with the 2018 geoid model using US Survey Feet with a combined grid factor of 0.99999521.

This survey is of an existing parcel of land.

**Preliminary**  
For Review Purposes Only  
Not for recordation,  
conveyances, or sales  
Paul D. Talbot P.L.S. L-4099

**ELECTRONIC FILE DISCLAIMER:**

Electronic files provided by Talbot Land Surveying, P.C. are for information, coordination, and convenience purposes only. Because electronic files can be altered and modified, either intentionally or unintentionally, by computer error or operator errors; Talbot Land Surveying, P.C. makes no warranties or guarantees, expressed or implied, as to the compatibility, accuracy, validity, or reliability of the data provided in electronic form. It is the receiving party's responsibility to verify the electronic data to insure accurate representation of the original signed and sealed document.

n/f  
**NORMA C. MOORE**  
TRACT 1  
MB 30, Pg 56  
3283-74-6473-0000  
Zoned RP  
156 Tim Moore  
Residence

n/f  
**Sandra K. Powell**  
DB 2340 Pg 88  
3283-84-7450-0000  
1161 Hoover Rd  
Residence  
Zoned: RP

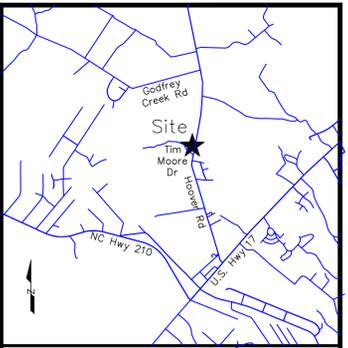
n/f  
**NORMA C. MOORE**  
TRACT 2  
MB 30, Pg 56  
156 Tim Moore  
3283-84-0041-0000

n/f  
**Legend Building Croup**  
DB 4803 Pg 7  
3283-52-2752-0000  
1161 Hoover Rd  
Residence  
Zoned: RM

LINE	BEARING	DISTANCE
L1	S 51°03'21" E	43.63'
L2	S 46°36'49" E	31.16'
L3	S 32°25'20" E	55.68'
L4	S 17°30'17" E	58.58'
L5	S 15°19'56" E	48.23'
L6	S 21°02'40" E	40.24'
L7	S 32°23'42" E	43.67'
L8	S 30°51'50" E	60.69'

n/f  
**PENDER CO. BOARD OF EDUCATION**  
DB 4611, Pg 2701  
3283-83-2003-0000  
907 Hoover  
School  
Zoning RP

- NOTES:**
- 1) Boundary referenced to Deed Book 4806, Page 1474, Map Book 30, Page 56, references as shown, and existing field conditions.
  - 2) A portion of this property is located within a Flood Hazard Area. Flood Line taken from Pender County GIS.
  - 3) Vertical Datum referenced to NAVD 88.
  - 4) Any and all developmental restrictions (Federal, State, Local, P.O.A., H.O.A., Deed, Etc.) must be verified with the parties responsible for enforcing those restrictions prior to any design or construction.



**VICINITY MAP**  
NOT TO SCALE

- Legend:**
- Existing Iron Pipe
  - Existing Iron Aisle
  - Existing Iron Bolt
  - Calculated Point
  - Fiber Optic Pedestal
  - Cable Pedestal
  - Utility Pole
  - Guy-Wire



TOPOGRAPHIC SURVEY FOR  
**Grace Community Church**

Tract 3  
Moore Lands  
Topsail Township, Pender County  
North Carolina

January 29, 2024

BAR SCALE 1" = 40'



**Talbot Land Surveying, P.C.**

16747 U.S. Hwy 17, Suite 118  
Hampstead, North Carolina 28443  
Firm License C-2722  
Phone: (910) 270-9824

**7.11.2 Parking Lot Lighting**

Parking lot lighting shall be shielded so that it does not cast direct light beyond the property line. Parking lots shall be illuminated during night business hours.

**GRACE CHURCH: NO OUTDOOR LIGHTING IS PLANNED AT THIS TIME BUT IN FUTURE IF LIGHTING IS NEEDED, CHURCH WILL COORDINATE WITH DUKE ENERGY AND COMPLY WITH THIS UDO SECTION.**

**7.9 Stormwater Management**

Low density projects shall meet pre-development and post-development flow comparison requirement for the 1-yr, 24-hr

Total Site Area = 196,891 sf  
24% Impervious Max = 47,254 sf

Impervious:	
Church Building Total	20,170 sf Roof
Sidewalks and Patios	6,600 sf Concrete/Pavers
Parking Lot	5,570 sf Concrete
Total Impervious	32,340 sf Concrete
Remainder Future	14,860 sf
Future Built-Out	47,200 sf < 24%

**GRACE CHURCH: LOW DENSITY OPTION (<24% IMPERVIOUS)**  
MOST OF PARKING LOT WILL BE PERVIOUS GRAVEL ACCORDING TO NCEQ STORMWATER #57 GRAVEL WITH FILTER FABRIC.

**7.4.4 Cross Access Corridors**

Cross access corridor are driveways constructed between adjoining properties to provide an alternative passageway to access adjoining developments without entering and exiting the roadway. These cross access corridors are intended to link parking areas on adjoining developments

**Applicability**  
1. Cross access corridors shall be required for all nonresidential adjacent properties.

2. Cross access corridors are encouraged for all other developments.

3. The administrator may modify or waive these requirements of this Section if it can be proven that strict compliance would be impractical due to unique site conditions such as environmental concerns, safety concerns, extreme slope, or similar characteristics.

**GRACE CHURCH: DRIVEWAYS PROVIDED ON TWO SIDES OF PROPERTY. ADJACENT USES TO REAR ARE STILL RESIDENTIAL AND WETLAND BORDERS A SIDE.**

**8.2.6 Landscape Buffers**

**Buffer A - Hoover Rd and Tim Moore Drive**

Buffer "A" This buffer is designed primarily for road frontage areas and should run parallel to the street to provide a continuous, aesthetically pleasing streetscape. The requirements for buffer "A" shall be met by any one of the following:

A-1) 15 foot wide strip with 3 canopy trees, 2 understory trees and a grass cover of at least 98 % coverage (except within 4 feet of the base of any tree), per 100 linear feet (width may be reduced to 10' for existing developed lots that are subject to new buffer requirements).

**Buffer C - Rear Property Line**

Buffer "C" This buffer is designed to provide a high density screen primarily along non street boundary lines to provide buffer and separation between different categories of uses such as commercial adjacent to residential uses or other non-residential uses adjacent to high density single family residential uses. The requirements for buffer "C" shall be met by any one of the following:

C-1) 10 foot wide strip with a 6 foot high wood stockade, basket weave, or other solid wood fence and 2 canopy trees and a grass cover of at least 98 % coverage (except within 4 feet of the base of any tree), per 100 linear feet.

**7.10 Parking**

Worship Parking Spaces require 1 per 28 sf of worship seating space. 2016 sf worship space

Required Parking is 2016/28= 72 spaces minimum

**Trip Generation**

ITE Manual Handbook Church Code 560:  
AM Peak Hour = 11  
PM Peak Hour = 0  
Sunday Peak Hours of Operation

KEY	NO.	BOTANICAL NAME	COMMON NAME, VARIETY	MIN. SIZE	PLANTING REMARKS
HS	51	HIBISCUS SYRIACUS	ROSE OF SHARON	18" 3 GAL.	LANDSCAPE ISLAND
IV	11	ILEX VOMITORIA	YALPON HOLLY	2.0" Cal.	MITIGATION TREE
MC	10	MYRICA CERIFERA	SOUTHERN WAX MYRTLE	6'-8" Ht. 10 GAL.	UNDERSTORY TREE
QN	39	QUERCUS NIGER	WATER OAK	2.0" CAL.	MITIGATION TREE

O.C. - "ON CENTER" CAL. - "CALIPER AT 5'-1" ABOVE GRADE" GAL. - "GALLON CONTAINER"

-  - MC (SOUTHERN WAX MYRTLE)
-  - HS (ROSE OF SHARON)
-  - QN (QUERCUS NIGER)
-  - IV (YALPON HOLLY)

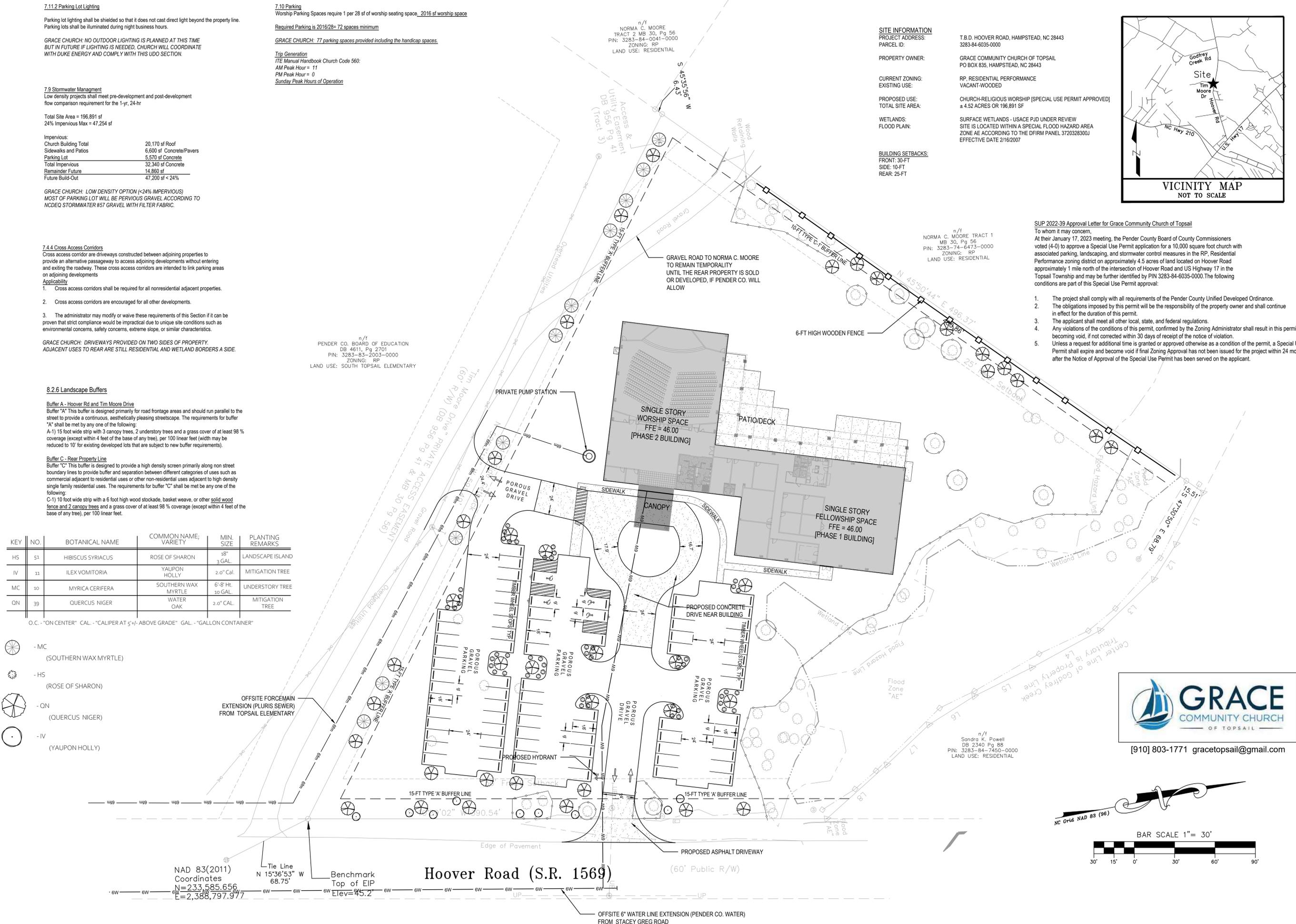
OFFSITE FORCEMAIN EXTENSION (PLURIS SEWER) FROM TOPSAIL ELEMENTARY

NAD 83(2011) Coordinates  
N=233,585.656  
E=2,388,797.977

Tie Line N 15°36'53" W 68.75'  
Benchmark Top of EIP Elev=45.2

Hoover Road (S.R. 1569)

OFFSITE 6" WATER LINE EXTENSION (PENDER CO. WATER) FROM STACEY GREG ROAD



**SITE INFORMATION**

PROJECT ADDRESS: T.B.D. HOOVER ROAD, HAMPSTEAD, NC 28443  
PARCEL ID: 3283-84-6035-0000

PROPERTY OWNER: GRACE COMMUNITY CHURCH OF TOPSAIL  
PO BOX 835, HAMPSTEAD, NC 28443

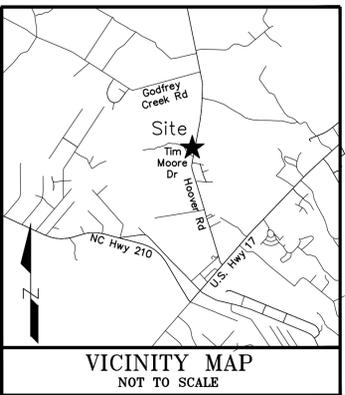
CURRENT ZONING: RP, RESIDENTIAL PERFORMANCE  
EXISTING USE: VACANT-WOODED

PROPOSED USE: CHURCH-RELIGIOUS WORSHIP [SPECIAL USE PERMIT APPROVED]  
TOTAL SITE AREA: ± 4.52 ACRES OR 196,891 SF

WETLANDS: SURFACE WETLANDS - USACE PJD UNDER REVIEW  
FLOOD PLAIN: SITE IS LOCATED WITHIN A SPECIAL FLOOD HAZARDOUS AREA ZONE AE ACCORDING TO THE DFIRM PANEL 3720328300J EFFECTIVE DATE 2/16/2007

**BUILDING SETBACKS:**

FRONT: 30-FT  
SIDE: 10-FT  
REAR: 25-FT



**SUP 2022-39 Approval Letter for Grace Community Church of Topsail**

To whom it may concern,  
At their January 17, 2023 meeting, the Pender County Board of County Commissioners voted (4-0) to approve a Special Use Permit application for a 10,000 square foot church with associated parking, landscaping, and stormwater control measures in the RP, Residential Performance zoning district on approximately 4.5 acres of land located on Hoover Road approximately 1 mile north of the intersection of Hoover Road and US Highway 17 in the Topsail Township and may be further identified by PIN 3283-84-6035-0000. The following conditions are part of this Special Use Permit approval:

- The project shall comply with all requirements of the Pender County Unified Developed Ordinance.
- The obligations imposed by this permit will be the responsibility of the property owner and shall continue in effect for the duration of this permit.
- The applicant shall meet all other local, state, and federal regulations.
- Any violations of the conditions of this permit, confirmed by the Zoning Administrator shall result in this permit becoming void, if not corrected within 30 days of receipt of the notice of violation.
- Unless a request for additional time is granted or approved otherwise as a condition of the permit, a Special Use Permit shall expire and become void if final Zoning Approval has not been issued for the project within 24 months after the Notice of Approval of the Special Use Permit has been served on the applicant.



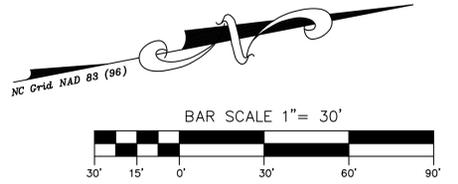
REVISION NO.	

**Urban Design Architect, P.A.**  
P.O. Box 10537  
Wilmington, NC 28404  
Myrtle Beach, SC  
t. [910] 256-5076  
f. [843] 839-2970  
free. [877] 866-4660

NEW FACILITY FOR:  
**GRACE COMMUNITY CHURCH**  
HOOVER ROAD, HAMPSTEAD, NC 28443



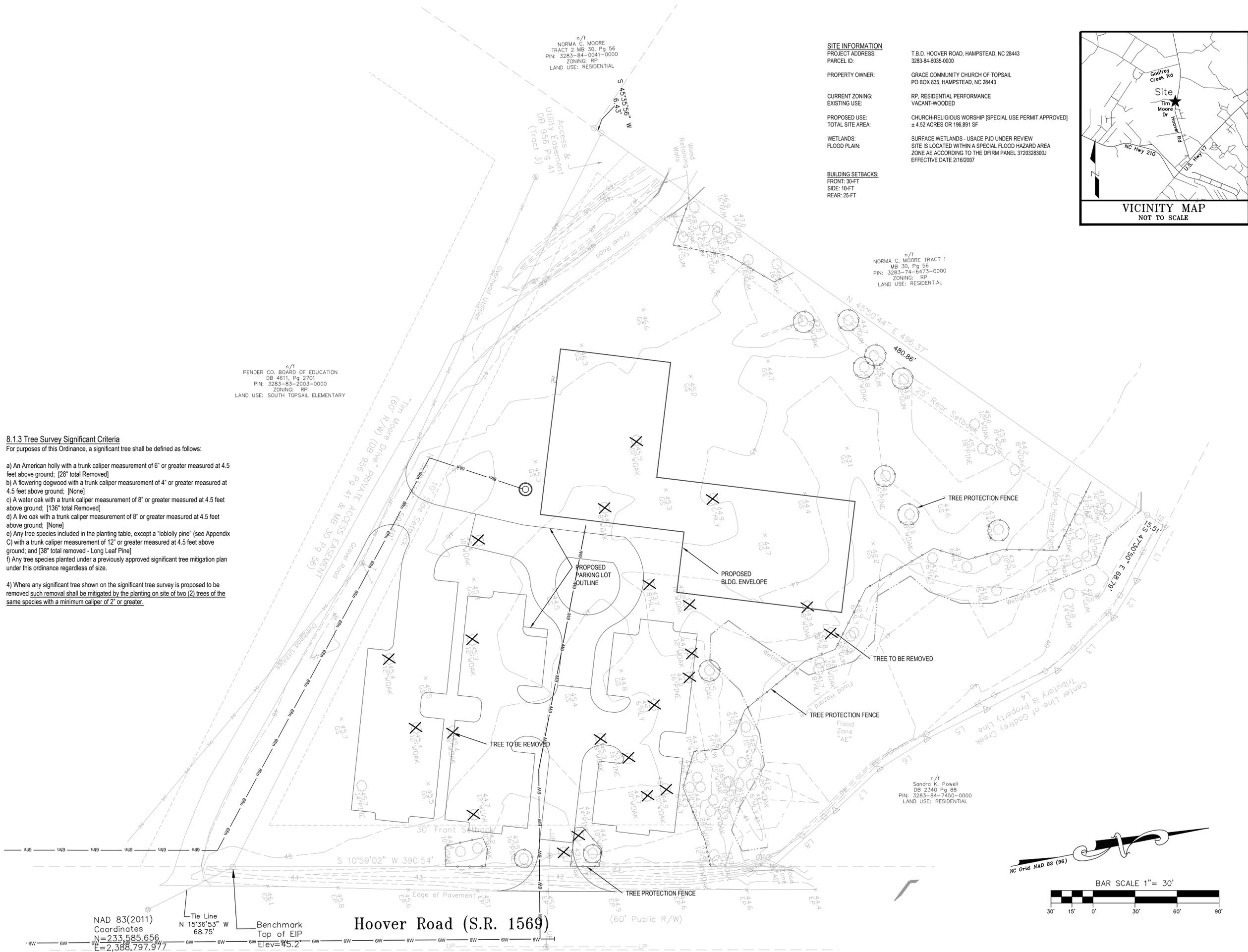
[910] 803-1771 gracetopsail@gmail.com



**SITE PLAN**

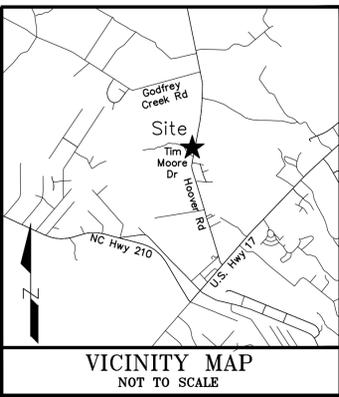
PROJECT NO. 2023-10  
DRAWN BY: J. URBAN  
SCALE: 1"=30'  
DATE: 2-1-2024

SHEET:  
**SD-100**  
1 OF 2



**SITE INFORMATION**  
 PROJECT ADDRESS: T.B.D. HOOVER ROAD, HAMPSTEAD, NC 28443  
 3283-84-6035-0000  
 PARCEL ID:  
 PROPERTY OWNER: GRACE COMMUNITY CHURCH OF TOPSAIL  
 PO BOX 835, HAMPSTEAD, NC 28443  
 CURRENT ZONING: RP, RESIDENTIAL PERFORMANCE  
 EXISTING USE: VACANT-WOODED  
 PROPOSED USE: CHURCH-RELIGIOUS WORSHIP [SPECIAL USE PERMIT APPROVED]  
 TOTAL SITE AREA: ± 4.52 ACRES OR 196,891 SF  
 WETLANDS: SURFACE WETLANDS - USACE PJD UNDER REVIEW  
 FLOOD PLAIN: SITE IS LOCATED WITHIN A SPECIAL FLOOD HAZARD AREA  
 ZONE AE ACCORDING TO THE DFIRM PANEL 3720328300J  
 EFFECTIVE DATE 2/16/2007

**BUILDING SETBACKS:**  
 FRONT: 30-FT  
 SIDE: 10-FT  
 REAR: 25-FT



n/f  
 PENDER CO. BOARD OF EDUCATION  
 DB 4611, Pg 2701  
 PIN: 3283-83-2003-0000  
 ZONING: RP  
 LAND USE: SOUTH TOPSAIL ELEMENTARY

n/f  
 NORMA C. MOORE  
 TRACT 2 MB 30, Pg 56  
 PIN: 3283-84-0041-0000  
 ZONING: RP  
 LAND USE: RESIDENTIAL

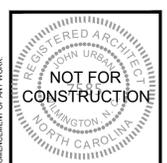
n/f  
 NORMA C. MOORE TRACT 1  
 MB 30, Pg 56  
 PIN: 3283-74-6473-0000  
 ZONING: RP  
 LAND USE: RESIDENTIAL

n/f  
 Sandra K. Powell  
 DB 2340 Pg 88  
 PIN: 3283-84-7450-0000  
 LAND USE: RESIDENTIAL

**8.1.3 Tree Survey Significant Criteria**  
 For purposes of this Ordinance, a significant tree shall be defined as follows:

- An American holly with a trunk caliper measurement of 6" or greater measured at 4.5 feet above ground; [28" total Removed]
- A flowering dogwood with a trunk caliper measurement of 4" or greater measured at 4.5 feet above ground; [None]
- A water oak with a trunk caliper measurement of 8" or greater measured at 4.5 feet above ground; [136" total Removed]
- A live oak with a trunk caliper measurement of 8" or greater measured at 4.5 feet above ground; [None]
- Any tree species included in the planting table, except a "loblolly pine" (see Appendix C) with a trunk caliper measurement of 12" or greater measured at 4.5 feet above ground; and [38" total removed - Long Leaf Pine]
- Any tree species planted under a previously approved significant tree mitigation plan under this ordinance regardless of size.

4) Where any significant tree shown on the significant tree survey is proposed to be removed such removal shall be mitigated by the planting on site of two (2) trees of the same species with a minimum caliper of 2" or greater.

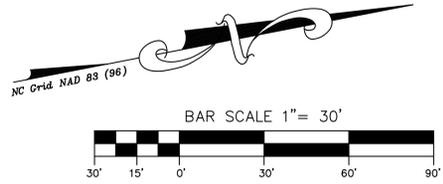


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NEW FACILITY FOR:  
**GRACE COMMUNITY CHURCH**  
 HOOVER ROAD, HAMPSTEAD, NC 28443

PROJECT NO.	2023-10
DRAWN BY:	J. URBAN
SCALE:	1"=30'
DATE:	2-1-2024
SHEET:	SD-101
	2 OF 2



NAD 83(2011)  
 Coordinates  
 N=233,585.656  
 E=2,388,797.977

Tie Line  
 N 15°36'53" W  
 68.75'

Benchmark  
 Top of EIP  
 Elev=45.2

**Hoover Road (S.R. 1569)**

THESE DRAWINGS AND SPECIFICATIONS ARE THE PROPERTY AND COPYRIGHT OF URBAN DESIGN, ARCHITECT P.A. AND SHALL NOT BE USED ON ANY OTHER WORK EXCEPT BY AGREEMENT WITH URBAN DESIGN, ARCHITECT P.A. WRITTEN DIMENSIONS SHALL TAKE PREFERENCE OVER SCALED DIMENSIONS AND SHALL BE VERIFIED ON THE JOB SITE. ANY DISCREPANCY SHALL BE BROUGHT TO THE NOTICE OF URBAN DESIGN, ARCHITECT P.A. PRIOR TO THE COMMENCEMENT OF ANY WORK.