



# MEMORANDUM

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**TO:** Mayor and Members of the City Council

**FROM:** Reginald Goodson, City Manager  
April Onley, City Clerk

**DATE:** February 18, 2026

**REF:** Consideration - Call for a Public Hearing and Accept the Certification for Sufficiency of the Petition for Voluntary Annexation – Tanglewood Crossing (7993 741815 & 7993 757018)

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***BACKGROUND:***

A petition for voluntary annexation (attached) has been received for Tanglewood Crossing, LLC for a property located at between the US 17 Bypass and Stockbridge at Tanglewood (Parcel IDs: 7993 741815 & 7993 757018). The owner of the property is Mehul Shah of Tanglewood Crossing, LLC (Virginia Beach, VA). The petition involves land totaling approximately 157 acres located about ¼ of a mile south of the Halstead Boulevard Extension at the southern end of Tanglewood Parkway South. After search and certification by the City Attorney and City Clerk as to the sufficiency of petition, it was determined that the petition of voluntary annexation could move forward for the City Council. The next step in the process is the City Council accepting the resolution of sufficiency for the petition and calling for a public hearing.

***ANALYSIS:***

The voluntary annexation process first requires that the City Council consider an ordinance directing the investigation of the sufficiency of the petition, which took place on January 26, 2026. Following this, a certification must be brought back to the City Council for further consideration and action through a call for a public hearing and a resolution to accept the certification of the sufficiency of the petition. After the public hearing, the last step will be to approve (or deny) the annexation.

***STAFF RECOMMENDATION:***

By motion, accept the Certification of Sufficiency of Petition for Annexation for approximately 157 acres of property located in the Halstead Boulevard Overlay District (about ¼ mile south of the Halstead Boulevard Extension at the southern end of Tanglewood Parkway Way South), identified as Parcel IDs: 7993 741815 & 7993 757018, and call for a public hearing to be held on Monday, March 9, 2026 during the 7:00 p.m. Regular Session of the City Council, which shall take place in the Council Chambers located at 306 East Colonial Avenue, in Elizabeth City, North Carolina.



**RESOLUTION #2026-02-02**  
**ACCEPT CERTIFICATION FOR SUFFICIENCY OF PETITION**  
**AND ADOPT RESOLUTION FIXING DATE PUBLIC HEARING ON ANNEXATION**  
**PETITION**  
**A PETITION RECEIVED UNDER G. S. 160A-31**  
**AMERICAN BUSINESS SYSTEM ENTERPRISES**

**WHEREAS**, a petition requesting annexation of an area described in said petition was received by the City Clerk, and on January 26, 2026 by the City Council; and

**WHEREAS**, the City Council has by resolution directed the City Attorney to investigate the sufficiency thereof; and

**WHEREAS**, certification by the City Attorney as to the sufficiency of said petition has been made;

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Elizabeth City:

**Section 1:** That a public hearing on the question of annexation of the area described herein will be held at the Gardner Municipal Administration Building in the City Council Chambers at 7:00 p.m. on the 9<sup>th</sup> day of March 2026.

**Section 2:** The area proposed for annexation is described as follows:

Railroad r/w (map book 36, page 30, in the pasquotank county public registry), which existing iron rebar is located north 20° 21' 42" east 9,141.54 feet from ncgs monument "cama" nc grid — nad '83 (n — 924910.440' and e —2795739.983' — combined factor 1.00003310), and which existing iron rod marks the southwest corner of that property, now or formerly, owned by sat-dev, llc (deed book 1021, page 228, and map book 48, page 17, in the Pasquotank county public registry); thence from said existing iron rod and **point of beginning** and running along the northerly right-of-way margin of that 100' railroad r/w south 65° 18' 29" west 3,124.29 feet to a r/w monument which marks the point of intersection of the easterly right-of-way margin of us highway 17 bypass and the northerly right-of-way margin of that 100' railroad r/w, and which r/w

monument is located south  $79^{\circ} 14'03''$  east 158.48 feet from "tanglewood control monument 6" nc grid — nad '83 (n — 932205.2378' and e — 2795926.4071' — Combined factor 1.00003773); thence cornering and running along the easterly right-of-way margin of us highway 17 bypass (rn/ by monuments) the following courses and distances: north  $02^{\circ} 39' 33''$  east 88.17 feet to a r/w monument; thence running north  $14^{\circ} 28' 19''$  east 147.82 feet to a r/w monument; thence running north  $02^{\circ} 37' 00''$  west 403.37 feet to a r/w monument; thence running north  $06^{\circ} 35' 33''$  west 402.32 feet to a r/w monument; thence running north  $08^{\circ} 47' 58''$  west 334.65 feet to a r/w monument; thence running north  $14^{\circ} 34' 04''$  west 200.93 feet to a r/w monument; thence running north-northwest along a curve (curve data: radius is 7,754.24; tangent is 611.18; delta is  $09^{\circ} 00' 48''$ ; bearing is north  $13^{\circ} 21' 12''$  west; and chord distance is 1,218.57 feet) a distance of 1,219.83 feet to an existing iron rebar, which existing iron rebar marks the southwest corner of lot 4 (map book 47, page 31, in the pasquotank county public registry); thence cornering and running away from us highway 17 bypass north  $79^{\circ} 19' 28''$  east 1,470.33 feet to an existing iron rebar, which existing iron rebar marks the southeast terminus of tanglewood parkway south (map book 47, page 31, in the pasquotank county public registry); thence cornering and running south  $10^{\circ} 40' 32''$  east 833.37 feet to an existing iron rebar, which existing iron rebar marks the southwest corner of that property, now or formerly, owned by tanglewood crossing, llc (deed book 1017, page 808, and map book 48, page 6, in the pasquotank county public registry); thence cornering and running north  $72^{\circ} 53' 05''$  east, 217.29 feet to an existing iron rebar, which existing iron rebar marks the southeast corner of that property, now or formerly, owned by tanglewood crossing, llc (deed book 1017, page 808, and map book 48, page 6, in the pasquotank county public registry); thence cornering and running south  $21^{\circ} 05' 52''$  east 1,341.05 feet the existing iron rebar and **point of beginning**, being that same property described and delineated on that plat entitled in part, "boundary survey for tms property management, llc," dated august 21, 2008, prepared by PAUL J. TOTI, PROFESSIONAL LAND SURVEYOR, WHICH PLAT IS RECORDED IN MAP BOOK 49, PAGE 19, IN THE PASQUOTANK PAGE 19, IN THE PASQUOTANKCOUNTY PUBLIC REGISTRY, AND WHICH PLAT IS INCORPORATED HEREIN BY REFERENCE.

- **Section 3:** Notice of said public hearing shall be published in The Daily Advance, a newspaper having general circulation in the City of Elizabeth City, at least ten (10) days prior to the date of the said public hearing.

**ADOPTED** this the 23<sup>rd</sup> day of February 2026

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E. Kirk Rivers  
Mayor

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April Onley, NCCMC  
City Clerk







## ANNEXATION PETITION – CONTIGUOUS PROPERTY

TO: The City of Elizabeth City  
ATTN: City Clerk  
P. O. Box 347  
Elizabeth City, NC 27907

RE: Petition Requesting Annexation

Pursuant to the provisions of Sections 160A-31 of the NC General Statutes, we the undersigned owners of real property described below do hereby request that said property

**Located at:** Between the 17 Bypass and Stockbridge at Tanglewood, 1/4 mile south of Halstead Blvd.,

**Tax Block(s)** P56 (PINs 7993 741815 & 7993 757018),

**Tax Lot(s)** 3 & 3B,

be annexed into the City of Elizabeth City.

We certify: that the property is contiguous to the present City limits; that a legal description (metes and bounds) is attached as Exhibit A and a map of said property is attached and denoted as Exhibit B. Exhibit B shall conform to the City of Elizabeth City Mapping and Documentation Policy for voluntary annexation petitions. (The policy is attached.)

Upon certification of the petition, petitioner will provide one digital file and 10 copies (11" x 17") of a map and an electronic legal description (in a format accessible by Word).

All individuals whose names appear on the deed to the property or otherwise have an ownership interest shall sign.

[Signatures on following page(s)]

1) Mehul S. Shah, Manager Tanglewood Crossing, LLC Mehul S. Shah  
Printed Name Signature

State of Virginia

County of Virginia Beach

On this, the 2nd day of October, 2025, before me, the undersigned notary public, personally appeared Mehul S. Shah, known to me (or satisfactorily proven) to be the person whose name is subscribed above, and acknowledged that he/she executed the same for the purposes therein contained.

In witness hereof, I hereunto set my hand and official seal.

(SEAL) Kalpish M. Shah, Notary Public  
Printed Name: Kalpish M. Shah



2) Mehul S. Shah, Manager Tanglewood South, LLC Mehul S. Shah  
Printed Name Signature

State of Virginia

County of Virginia Beach

On this, the 2nd day of October, 2025, before me, the undersigned notary public, personally appeared Mehul S. Shah, known to me (or satisfactorily proven) to be the person whose name is subscribed above, and acknowledged that he/she executed the same for the purposes therein contained.

In witness hereof, I hereunto set my hand and official seal.

(SEAL) Kalpish M. Shah, Notary Public  
Printed Name: Kalpish M. Shah



3) \_\_\_\_\_  
Printed Name Signature

State of \_\_\_\_\_

County of \_\_\_\_\_

On this, the \_\_\_\_\_ day of \_\_\_\_\_, 2025, before me, the undersigned notary public, personally appeared \_\_\_\_\_, known to me (or satisfactorily proven) to be the person whose name is subscribed above, and acknowledged that he/she executed the same for the purposes therein contained.

In witness hereof, I hereunto set my hand and official seal.

(SEAL) \_\_\_\_\_, Notary Public  
Printed Name: \_\_\_\_\_

4) \_\_\_\_\_  
Printed Name Signature

State of \_\_\_\_\_

County of \_\_\_\_\_

On this, the \_\_\_\_\_ day of \_\_\_\_\_, 2015, before me, the undersigned notary public, personally appeared \_\_\_\_\_, known to me (or satisfactorily proven) to be the person whose name is subscribed above, and acknowledged that he/she executed the same for the purposes therein contained.

In witness hereof, I hereunto set my hand and official seal.

(SEAL) \_\_\_\_\_, Notary Public

Printed Name: \_\_\_\_\_

5) \_\_\_\_\_  
Printed Name Signature

State of \_\_\_\_\_

County of \_\_\_\_\_

On this, the \_\_\_\_\_ day of \_\_\_\_\_, 2015, before me, the undersigned notary public, personally appeared \_\_\_\_\_, known to me (or satisfactorily proven) to be the person whose name is subscribed above, and acknowledged that he/she executed the same for the purposes therein contained.

In witness hereof, I hereunto set my hand and official seal.

(SEAL) \_\_\_\_\_, Notary Public

Printed Name: \_\_\_\_\_

6) \_\_\_\_\_  
Printed Name Signature

State of \_\_\_\_\_

County of \_\_\_\_\_

On this, the \_\_\_\_\_ day of \_\_\_\_\_, 2015, before me, the undersigned notary public, personally appeared \_\_\_\_\_, known to me (or satisfactorily proven) to be the person whose name is subscribed above, and acknowledged that he/she executed the same for the purposes therein contained.

In witness hereof, I hereunto set my hand and official seal.

(SEAL) \_\_\_\_\_, Notary Public

Printed Name: \_\_\_\_\_

7) \_\_\_\_\_  
Printed Name Signature

State of \_\_\_\_\_

County of \_\_\_\_\_

On this, the \_\_\_\_\_ day of \_\_\_\_\_, 2015, before me, the undersigned notary public, personally appeared \_\_\_\_\_, known to me (or satisfactorily proven) to be the person whose name is subscribed above, and acknowledged that he/she executed the same for the purposes therein contained.

In witness hereof, I hereunto set my hand and official seal.

(SEAL) \_\_\_\_\_, Notary Public  
Printed Name: \_\_\_\_\_

8) \_\_\_\_\_  
Printed Name Signature

State of \_\_\_\_\_

County of \_\_\_\_\_

On this, the \_\_\_\_\_ day of \_\_\_\_\_, 2015, before me, the undersigned notary public, personally appeared \_\_\_\_\_, known to me (or satisfactorily proven) to be the person whose name is subscribed above, and acknowledged that he/she executed the same for the purposes therein contained.

In witness hereof, I hereunto set my hand and official seal.

(SEAL) \_\_\_\_\_, Notary Public  
Printed Name: \_\_\_\_\_

9) \_\_\_\_\_  
Printed Name Signature

State of \_\_\_\_\_

County of \_\_\_\_\_

On this, the \_\_\_\_\_ day of \_\_\_\_\_, 2015, before me, the undersigned notary public, personally appeared \_\_\_\_\_, known to me (or satisfactorily proven) to be the person whose name is subscribed above, and acknowledged that he/she executed the same for the purposes therein contained.

In witness hereof, I hereunto set my hand and official seal.

(SEAL) \_\_\_\_\_, Notary Public  
Printed Name: \_\_\_\_\_

10) \_\_\_\_\_  
Printed Name Signature

State of \_\_\_\_\_

County of \_\_\_\_\_

On this, the \_\_\_\_\_ day of \_\_\_\_\_, 2015, before me, the undersigned notary public, personally appeared \_\_\_\_\_, known to me (or satisfactorily proven) to be the person whose name is subscribed above, and acknowledged that he/she executed the same for the purposes therein contained.

In witness hereof, I hereunto set my hand and official seal.

(SEAL) \_\_\_\_\_, Notary Public

Printed Name: \_\_\_\_\_

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Date received by City Clerk \_\_\_\_\_ BY: \_\_\_\_\_

ATTACHMENT: Mapping Requirements

**To: Developers and/or Developer's Surveyor**

**Reference: Annexation Petition & Mapping Requirements**

- 1. Provide copy of recent tax map of subject property;**
- 2. Provide list of all tax lot & block numbers of area to be annexed;**
- 3. Show all tax lot and block lot info for subject property and all adjoining property;**
- 4. Title Block:**
  - a. Voluntary Annexation to the City of Elizabeth City**
  - b. Petitioned by: \_\_\_\_\_ (current owners)**
  - c. \_\_\_\_\_ Township Name, Pasquotank County, North Carolina**
  - d. Ordinance No: \_\_\_\_\_, Effective Date \_\_\_\_\_**
  - e. Plat prepared by: \_\_\_\_\_ (give your company info, field work date and platting date)**
- 5. Above or near title block, this statement shall be placed:**

***This plat was prepared for the City of Elizabeth City and is to be used for annexation purposes only; not to be used for conveyance or transfer.***
- 6. Show previous annexation info adjoining subject property, i.e. cite ordinance number and effective date of annexations, where they adjoin subject property (example: A corporate limits of the City of Elizabeth City as per Ordinance No 07-01-1, effective date 3-01-07); Non-contiguous annexation should be entitled: Satellite annexation to the City of Elizabeth City**