

**Town of Sunset Beach
Planning Board Meeting
April 17, 2014**

MINUTES

Members Present: Carol Santavicca, Chairwoman; Tom Vincenz, Vice-Chairman; Members Al Seibert, Sybil Kesterson, Bob Tone, and Len Steiner

Members absent: Member Noelle Kehrberg

Staff Present: Sandy Wood, UDO Administrator, and Lisa Anglin, Planning Board Secretary

Chairwoman Santavicca called the meeting to order and called for draft agenda amendments.

Draft Agenda Changes

The Council directive to reevaluate Section 10.05 and the Transient definition were added to the Agenda.

Consideration of Minutes for Approval

The April 3, 2014 Minutes were distributed for approval consideration during the May 1, 2014 meeting.

UDO Administrator Report

Progress Reports for on-going Issues

Park – Sandy Wood advised that the contractor is working on Stage 1 and completion is scheduled for the end of May.

Roundabout - Sandy Wood advised that the roundabout crews have started construction and the project is slated to be finished in late June. Sandy Wood advised that NCDOT has agreed to extend the roundabout curb, gutter and sidewalk pass Mary's Creek and up to the corner of the Park property.

Staff Review of Changes to Flood Map and FEMA Regulations

Randy Walters advised that new flood maps are expected to be released in mid-to-late summer.

Other Reports

Town Council Meeting

Council meeting is scheduled for May 5, 2014.

Technical Review Committee

Sandy Wood advised that the Technical Review Committee is meeting today to review the lighting plan and color scheme for Coastal Outfitters.

Old Business

Section 10.05 and Transient Definition Reevaluation

Chairwoman Santavicca advised that the Town Council requested the Planning Board to reevaluate Section 10.05 Individual Single Family Residential Landscape of Lots Less Than One Acre as the Council felt the ordinance was too restrictive, and to research the definition for Transient in regard to “90 days”. Staff reminded the Planning Board that these are the regulations that the Building Inspections Department is currently using since the Section was omitted from the UDO in error. The Planning Board and Staff discussed the minimum landscaping requirements section (E), the difficulties that the island property owners have achieving the minimum requirements and agreed to increase the point values for sod and to add point values for irrigation systems being installed. The Planning Board also reviewed Section 10.05 to strengthen the requirements for yard maintenance.

Concerning the Transient definition, the Planning Board reviewed the dictionary definition. The Board discussed possible reasons that the less than ninety (90) days section was not included and determined that the 90 days statement seems to be tied to accommodations tax which the UDO doesn't speak to and that the definition is irrelevant in the UDO sections where the word does appear. The 90 days could also tie to the amount of time an RV is allowed to be parked in a community. The Board discussed the various community RV restrictions and agreed to research. The Planning Board agreed that the “of less than ninety (90) days” portion of the definition should be removed.

MEMBER SIEBERT MADE A MOTION TO AMEND THE MINIMUM LANDSCAPING REQUIREMENTS BY:

- CHANGING THE SOD POINT VALUES TO 3 FOR THE MAINLAND AND 8 FOR THE ISLAND, AND
- ADDING IRRIGATION POINT VALUES OF 3 FOR THE MAINLAND AND 8 FOR THE ISLAND

MEMBER KESTERSON SECONDED THE MOTION. CHAIRWOMAN SANTAVICCA CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

MEMBER SIEBERT MADE A MOTION TO AMEND THE TRANSIENT DEFINITION BY REMOVING THE “OF LESS THAN NINETY (90) DAYS” PORTION OF THE DEFINITION. VICE-CHAIRMAN VINCENZ SECONDED THE MOTION. CHAIRWOMAN SANTAVICCA CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

Adaptation of Vision Plan into Overlay District

The Planning Board agreed to work on the Vision Plan exclusively during the August 7th and August 21st meetings.

Items For Consideration

Noise Regulations

The Board is waiting for information from other jurisdictions concerning noise ordinances.

Items For Consideration (Cont.)

Pier Head Alignment

Staff is working with CAMA for permitting and then surveying work will begin when the Council funds the project.

Required Changes to UDO as to BOA

Sandy Wood advised that the Board of Adjustment members were appointed during the April 7, 2014 meeting; however, an ETJ Alternate vacancy still exists. Sandy Wood advised that the Board of Adjustment ordinances will be ready for review soon.

Subdivision Infrastructure Ordinances

Sandy Wood advised that Staff is reviewing the Town ordinance that needs to be amended to include water, sewer and electricity.

CR-1 Review

The Board agreed to review the UDO version of the CR-1 District language to the old CR-1 District Code to ensure it is the same.

Height Measurement Method for Flood Plain

No report.

New Business

Consideration of Recommendation to Council for Bike Plan Revision

Member Steiner requested the Planning Board to consider recommending a revision to the existing bike plan to the Council. The revision is for the bike plan route to travel from the Highway 904 intersection down Seaside Road to Live Oak Drive then to Station Trail with a share the road designation. The route will then continue on a sidewalk along Sunset Blvd. North towards the bridge intersection that will join the Coastal Outfitters/Roundabout sidewalk. The portion of sidewalk from Station Trail to the roundabout will need to be constructed by the Town. Staff was requested to obtain an estimate of the sidewalk cost to include in the revision proposal for recommendation to the Council.

Public Comments

None

MEMBER STEINER MADE A MOTION TO ADJOURN THE APRIL 17, 2014 MEETING. MEMBER TONE SECONDED THE MOTION. CHAIRWOMAN SANTAVICCA CALLED FOR A VOTE AND THE MOTION CARRIED BY A UNANIMOUS VOTE.

Town of Sunset Beach
Planning Board

Carol Santavicca, Chairwoman

Submitted by:

Lisa Anglin, Planning Board Secretary

*The April 17, 2014 minutes were approved by the Planning Board during the May 1, 2014.