

**Town of Sunset Beach  
Planning Board Meeting  
June 19, 2014**

**MINUTES**

**Members Present:** Carol Santavicca, Chairwoman; Tom Vincenz, Vice-Chairman; Members Sybil Kesterson, Noelle Kehrberg, and Len Steiner

**Members absent:** Members Bob Tone and Al Seibert

**Staff Present:** Sandy Wood, UDO Administrator, Randy Walters, Building Inspector and Lisa Anglin, Planning Board Secretary

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

**Draft Agenda Changes**

The Board requested the agenda format for the Old Business section be amended to add subsections titled Items For Consideration During This Meeting and Future Items to be Considered.

**Consideration of Minutes for Approval**

No minutes were available for consideration.

**UDO Administrator Report**

**Progress Reports for on-going Issues**

Sandy Wood advised that the developers of the Sunset Beach West subdivision has been given a list of items needed and their engineers are working on the list. Once submitted, Staff and the TRC will review the plans again. Wood advised that the roadway from 40<sup>th</sup> Street to the west end of the island owned by Sunset Beach & Twin Lakes Inc. has been deeded to Sunset Beach West LLC. The deed does convey utilities and drainage easements to the Town, a sewer easement to Brunswick County and an ingress/egress easement to Lots 1, 2 and 3. Wood advised that the Streetscape project is complete pending NC DOT final approval. Wood advised that phase one of the Park project is nearing completion. The curbing in the parking lot and the trails is ready for pavers and the boardwalk sections of the trail have been ordered. Wood advised that Council will be considering Phase 2 next which could consists of swings, bathrooms observation deck and picnic area. Wood advised that the roundabout completion is scheduled for late June and landscaping will be completed in the fall.

**Sidewalk/Bike Path Estimate**

Wood advised that the 5' sidewalk from Station to the bridge intersection cost estimate is \$75,000 due to NC DOT requirements of engineering, permitting and construction since the sidewalk will be adjacent to the roadway. Staff is preparing a written description including a site map of the Bike Plan revision recommendation to be presented to Council.

## **UDO Administrator Report (Cont.)**

### **Staff Review of Changes to Flood Map and FEMA Regulations**

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

## **Other Reports**

### **Town Council Meeting**

The next Council meeting is set for June 30, 2014.

### **Town Council Work Session**

Town Council met on June 17, 2014 and discussed an issue with the heights of poles allowed within Town limits. The Council requested the Planning Board to review UDO Article 9 Section 9.19 (B) – Light Pole Heights for a recommendation.

### **Technical Review Committee**

No Report

## **Old Business**

### **Items For Consideration During This Meeting**

#### **MB-2 & MUD Review**

The Board discussed the information provided during the June 1, 2014 meeting and the confusion being caused by the MB-2 title. The Board also discussed the confusion that the Mixed Use District (MUD) is classified as a district in Section 6.03 and 6.04 but is not included in Section 6.06 Zoning District Development Standards however MUD standards are in Appendix B. The Board agreed to consider renaming MB-2 to Mainland Business District, and establishing a subsection in 6.06 for the Mixed Use Districts guidelines.

#### **Subdivision Infrastructure Ordinances**

The Board reviewed the proposed amendment for Article 13 Section 13.01 (E) (2) concerning underground electrical service approval as proposed by Staff.

MEMBER KESTERSON MADE A MOTION TO INCLUDE THE PROPOSED AMENDMENT FOR ARTICLE 13 SECTION 13.01 (E) WITH THE NEXT SET OF UDO AMENDMENTS. MEMBER STEINER SECONDED THE MOTION. CHAIRWOMAN SANTAVICCA CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

### **Future Items to be Considered**

- Required Changes to UDO as to BOA
- Height Measurement Method for Flood Plain
- Noise Regulations
- Pier Head Alignment
- Adaptation of Vision Plan into Overlay District

**New Business**

**Light Poles Height – Article 9 Section 9.19 (B)**

The Board was informed of two (2) occasions in which 30' poles were installed, one on the mainland and one on the island. The Council requested the Planning Board to review Section 9.19 (B) for a recommendation of maximum pole height. Staff was requested to invite a BEMC Representative to the next meeting to assist the Board with a recommendation.

**Public Comments**

None

MEMBER STEINER MADE A MOTION TO ADJOURN THE JUNE 19, 2014 MEETING. VICE-CHAIRMAN VINCENZ 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 June 19, 2014 minutes were approved by the Planning Board during the July 17, 2014 meeting.