



Town of Sunset Beach  
Planning Board Meeting

**Meeting Minutes of November 19, 2015**  
**9:00 am**

**Members Present:** Vice Chairperson; Tom Vincenz, Greg Jensen, Noelle Kehrberg, Len Steiner, Bob Tone

**Members Absent:** None

**Staff Present:** Susan Parker, Town Administrator; Rawls Howard, Planning Director; Cindy Nelson, Planning Board Secretary

Vice Chairperson Vincenz called the meeting to order, established that a quorum was present. The Pledge of Allegiance was recited by all in attendance.

**Postponement or Withdrawal Requests-** None

**Public Comments-**None

**Consideration of Approval of Minutes:** CONSIDERATION OF APPROVAL FOR THE MINUTES OF OCTOBER 15, 2015. VICE CHAIRPERSON VINCENZ CALLED FOR A MOTION TO APPROVE THE MINUTES. MOTION MOVED BY LEN STEINER. SECOND WAS MADE BY BOB TONE. MOTION CARRIED UNANIMOUSLY.

**Old Business-**None

**New Business**

a. CAMA Land Use Plan Update-Allen Serkin, Cape Fear COG

Allen Serkin proceeded to give a power point presentation regarding the LUP update and gave a timeline overview for the completion of the project. Phase 9 of the update would include a public hearing with an anticipated adoption date in late summer 2016. After the presentation Allen engaged the Planning Board in a review and discussion of the survey that will be sent out to property owners. After discussion concluded, the Planning Board recommended changes to the survey that would present the questions in a more detailed and direct manner. Rawls and Allen will work on a draft survey and bring it back to the Board for another review.

b. TA-15-11; Text Amendment; Town-initiated, proposal to amend Article 9, Part III, Outdoor Lighting.

Rawls presented revisions from the discussion of the October 15 meeting.

The Board recommended a change to 9.17 (6). To include a specific time in which lights would need to be cut off for special events. Rawls offered a time of 11:00 pm. The Board was in agreement. Susan said this change could be applied to situations where there may be tennis courts located in or near a residential area in which a tournament is going on, they could play all night, you would want to limit how long the lights were be on. Rawls said the standard refers more toward ball fields and similar type venues.

VICE CHAIRPERSON TOM VINCENZ ASKED FOR A MOTION TO ACCEPT THE DRAFT WITH THE ONE CHANGE. MOTION MOVED BY NOELLE KEHRBERG. SECOND WAS MADE BY LEN STEINER. MOTION CARRIED UNANIMOULSY.

c. TA-15-12; Text Amendment; Town-initiated; Proposal to amend UDO to provide standards for hot tubs.

Rawls presented the draft language for approval as per discussion from the October 15 meeting.

Len Steiner recommended adding to Section 7.14 ( c ) and (2) (f). For safety issues, pools should not be filled with water until a fence is installed.

VICE CHAIRPERSON ASKED FOR A MOTION TO ACCEPT AS AMENDED. MOTION MOVED BY LEN STEINER. SECOND WAS MADE BY NOELLE KEHRBERG. MOTION CARRIED UNANIMOULSY.

### **Administrative Items:**

#### A. Director and Staff Comments

- Rawls informed the Board that the revised flood maps are now in a 90 day period for public comments and appeals. The 90 day period will end on January 26, 2016.
- We found that Colony II has not historically been included in our Census boundary. This will add another 200 to 300 hundred people to the Census count which will affect Powell Bill Funds and tax revenue.
- The Gateway overlay is almost finished. This area includes non-residential property along Sunset Blvd from Walgreens to the Waterway.

- Two site plan reviews will be coming to the Board at the next meeting for a new dental office and a freestanding building for ATMC.
- Susan Parker mentioned that Coastal Outfitters paid for the sidewalk in front of their store and it was almost completed.
- Greg Jensen reported that he enjoyed the Planning Conference he attended in Raleigh with Rawls. He encouraged other members to attend next year. Next year's conference will be in Asheville.
- Chairperson Tom Vincenz said the Noise Ordinance was passed by Town Council.
- Rawls invited Board Members to attend an upcoming conference for Floodplain Management in Myrtle Beach in April.

#### B. Board Member Comments and Request for Future Agenda Items

Noelle Kehrberg said she would like to discuss fill regulations for lots.

#### **Public Comments**

Carol Scott-Asked the Board to look at how many surveys were returned during the last land use plan update. She stated concerns that there will not be a good response if the surveys are sent out in the electric bills. Also, does not understand the direction of the survey questions.

#### **Election of Officers**

LEN STEINER MADE A MOTION TO NOMINATE TOM VINCENZ AS CHAIRPERSON. SECOND WAS MADE BY NOELLE KEHRBERG. GREG JENSEN MADE A MOTION TO NOMINATE LEN STEINER AS THE VICE CHAIRPERSON. SECOND WAS MADE BY NOELLE KEHRBERG. MOTIONS WERE CARRIED UNANIMOUSLY.

**Adjournment-** 11:45 am. VICE CHAIRPERSON TOM VINCENZ CALLED FOR A MOTION TO ADJOURN. MOTION CARRIED BY BOB TONE. SECOND WAS MADE BY GREG JENSEN. MOTION CARRIED UNANIMOUSLY.

Town of Sunset Beach  
Planning Board

*Tom Vincenz*

---

*Tom Vincenz, Chairperson*

Submitted by:

*Cindy Nelson*

---

*Cindy Nelson, Planning Board Secretary*

\*\*\*Minutes were approved for the October 15, 2015 meeting on November 19, 2015.