



Town of Sunset Beach
Planning Board Meeting

DRAFT

Meeting Minutes of June 18, 2015

9:00 am

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

Members Absent: None

Staff Present: Rawls Howard, Planning Director; Cindy Nelson, Planning Board Secretary

Chairperson Carol Santavicca 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- FROM THE JUNE 4, 2015 MEETING.

CAROL SANATVICCA CALLED FOR A MOTION TO APPROVE THE MINUTES AS CORRECTED. MOTION WAS MADE BY TOM VINCENZ. SECOND WAS MADE BY LEN STIENER. MOTION CARRIED UNANIMOUSLY.

New Business

a. Modification Request; Hugh James, Owner; 8966 Landing 3 Ct.; seeks modification of fence placement standards as per Article 7, Section 7.09 for the construction of a residential privacy fence.

Rawls Howard gave a power point presentation explaining the case at hand. Applicant Hugh James, applicant has a permit to install a privacy fence and would like to extend the fence further along his property line. Typically the fence would be in the back yard, however, his lot and the

adjacent lot have been combined to form one parcel and the line where the fence is being installed is now the side yard.

The applicant Hugh James; 8966 Landing 3 Court was available to discuss his request.

Tom Vincenz: Have you considered live plantings?

Hugh James: Yes we have, however, I already have a permit to build a garage and install a fence, and I would like to extend the fence to encompass the garage. I may still put in plantings. I have to maintain the lots by keeping them bush hogged. My property is now visible and exposed to neighbors. Tom Vincenz expressed concern as this approval may set precedence for others who may want to install fences that encompass their property so they are screened from neighbors. Rawls Howard answered; this is a fence being installed on what is now a side property line, even though it is at the end of a subdivision, it is no longer a back property line.

CHAIRPERSON CAROL SANTAVICCA ASKED FOR A MOTION TO APPROVE.
MOTION MOVED BY TOM VINCENZ. SECOND WAS MADE BY LEN STEINER.
MOTION CARRIED UNANIMOUSLY.

b. Discussion-Planning Board Compensation

Chairperson Carol Santavicca was in support of forfeiting the stipend Planning Board members receive for being a Board member. Tom Vincenz said he used to incur expenses with purchasing ink for his home computer, or drive time and expense to pick up that up. Now hard copies of the meeting packet are available to pick up at Town Hall. Len Steiner said he did not have a problem as long as the money stays within the Board and its functions. If not, than he would like to continue receiving the stipend as he donates his portion to a few different charities, one of which is The Wounded Warriors. Noelle Kehrberg would like to see the monies applied to training sessions for the Planning Board and Board of Adjustment.

CHAIRPERSON CAROL SANTAVICCA MADE A MOTION TO REQUEST OF THE TOWN COUNCIL TO WITHDRAWL INDIVIDUAL COMPENSATION TO PLANNING BOARD MEMBERS AND REASSIGN IT TOWARD TRAINING FOR THE PLANNING BOARD AND BOARD OF ADJUSTMENT. MOTION WAS MOVED BY NOELLE KEHRBERG. SECOND WAS MADE BY TOM VINCENZ. MOTION WAS CARRIED UNANIMOUSLY.

Old Business-None

Administrative Items:

A. Direct and Staff Comment

a. UDO Index #3 and Appendix D; Review and Discussion.

Work Item-Article 6 Number of Bedrooms

Rawls Howard explained that the State will most likely approve not limiting the number of bedrooms in single family homes. This is part of a greater proposal which will remove power from local governments to not be able to regulate architectural standards for single family homes, excluding manufactured homes and historic districts. The number of bedrooms allowed in single family dwellings is grouped in with this change.

The list of the work items was created by former staff to help keep track of the issues the Board was working on and had completed. There was brief discussion on these items.

Work Item-6.04 Table of Uses-Headers

Rawls did mention that he would like to see the Headers left on the Table of Uses. The headers are helpful from an administrative standpoint.

CHAIRPERSON CAROL SANTAVICCA ASKED FOR A MOTION. GREG JENSEN MOTIONED TO RETRACT REMOVING THE HEADERS FOR ITEM 6.04 TABLE OF USES. MOTION MOVED BY TOM VINCENZ. SECOND WAS MADE BY LEN STEINER. MOTION CARRIED UNANIMOUSLY.

b. CAMA Land Use Update

Rawls Howard informed the Board he is working on getting a contract for the Land Use Plan Update. Cape Fear Council of Government will be aiding in the new update as well as a consultant who will be coming from Asheville. Rawls further mentioned that he will be working toward an overhaul to the current UDO so it is clear, concise, and easy to read for anyone who needs its use. This will be in the proposal for next year's budget.

Also, the Cape Fear Council of Government is scheduled to come to the first Planning Board meeting in August to provide training on subdivision approvals.

B. Board Member Comments and Request for Future Agenda Items-None

Public Comments-None

Adjournment- 10:05 am. CHAIRWOMAN CAROL SANTAVICCA ASKED FOR A MOTION TO ADJOURN. MOTION CARRIED BY LEN STEINER. SECOND WAS MADE BY TOM VINCENZ. MOTION CARRIED UNANIMOUSLY.

Town of Sunset Beach
Planning Board

Carol Santavicca, Chairperson

Submitted by:

Cindy Nelson, Planning Board Secretary

***The June 4, 2015 minutes was approved by the Planning Board during the June 18, 2015 meeting.