



Town of Sunset Beach
Planning Board Meeting

Meeting Minutes of June 2, 2016
9:00 am

DRAFT MINUTES

Members Present: Chairperson Tom Vincenz, Greg Jensen, Noelle Kehrberg, Len Steiner

Members Absent: Bob Tone

Staff Present: Richard Hathcock, GIS Planner; Cindy Nelson, Planning Board Secretary

Other Present: Grady Richardson, Town Attorney

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

Postponement or Withdrawal Requests- Chairperson Vincenz suggested changing the order of New Business, discussing agenda item “b” first then “a” as there were computer issues with the land use plan presentation. All were in agreement.

Public Comments- None

Consideration of Approval of Minutes: Consideration of Approval of Minutes from the May 19, 2016 Planning Board meeting. CHAIRPERSON VINCENZ ASKED FOR A MOTION TO APPROVE THE MINUTES. MOTION MOVED BY NOELLE KEHRBERG. SECOND WAS MADE BY LEN STEINER. MOTION CARRIED UNANIMOUSLY.

Old Business- None

New Business

b. TA-16-08; Text Amendment; Town-initiated; Proposal to Amend UDO to Provide for Proof of Ownership Requirements for New Permits.

Richard Hathcock explained why the Town Council returned the language back to the Planning Board for a revision.

Chairperson Vincenz said the original proposal was to require proof of ownership of land when an applicant is applying for a building permit. Only the description has slightly changed. The spirit and intent is still the same.

Discussion ensued on whether or not to include CAMA permits as well.

Richard said that this would apply to the development of single family homes on a single lot, however not for a CAMA Minor permit as their rules do not require proof of ownership. Proof of ownership would only be required for a CAMA major permit or for fill and dredge projects. Adding this to our regulations would be stricter than what the state enforces.

Grady Richardson said the spirit of what you're being asked to consider today is different than what was previously proposed. We are not in the business of what would comprise a certificate of title. This is just giving the affirmative that a deed exists and the applicant is listed on the deed.

With that; CHAIRPERSON VINCENZ ASKED FOR A MOTION TO APPROVE AS WRITTEN. MOTION WAS MOVED BY LEN STEINER WITH A SECOND MADE BY NOELLE KEHRBERG. MOTION CARRIED UNANIMOUSLY.

a. Discussion – CAMA Land Use Plan Update; Wes Macleod, Cape Fear COG.

Wes asked the Board to review Chapters 1 through 9 to ensure that all the discussed changes were added in to the document, and to be prepared to comment at the last meeting in June or the first meeting in July. He continued that he will be looking for Planning Board approval at that time. The next step after that will be Town Council approval.

Discussion highlights and comments on Chapters 10 and 11 as per the attached power point presentation (not inclusive of all comments made):

- Define Senior Housing and encourage development focused toward senior housing and related amenities.
- Maintain a 35 foot high limitation for new single family construction on the mainland and island.
- Checklist item: Identify and purchase land for a new Public Works Facility. The department is outgrowing its current facility.

- Future consideration for the purchase and development of a cross town road; i.e.; Angels Trace Road.
- Add a statement opposing hardened structures and terminal groins.
- Replanting of dunes-include in fill ordinance.
- Action item: to require written acknowledgement from a developer that they are building in an Ocean AEC Hazard area and that there may be risks involved in eligibility to obtain flood insurance.
- Encourage and define private community centers.
- Action item-density for multi-family development and overall growth.
- Define or give examples of “Street Calming Devices”.
- Action item: create a marsh preserve land use classification.
- Change the formal annual review for the Land Use Plan to a 2 year review.
- Provide better water recreation accesses.

Wes will present revised copies at the next meeting.

c. Appointment of Cindy Nelson as Board Secretary.

CHAIRPERSON VINCENZ ASKED FOR A MOTION; LEN STEINER MOVED TO APPROVE. SECOND WAS MADE BY NOELLE KEHRBERG. MOTION APPROVED UNANIMOUSLY.

Administrative Items:

A. Director and Staff Comments:

Richard Hathcock let the Board know that planning services would be done through the Cape Fear Council of Governments. Alan Serkin will be a reference if needed, however, most items will filter through Richard and Wes.

Additionally, Richard proposed revising or eliminating the Chairpersons Welcome statement. Chairperson Vincenz said he will look into revising it so that it is shorter.

Public Comment:

Richard Sherry; 723 Bermuda Walk: Town needs to consider beach dunes as listed in 10-5 & 10-7 to incorporate dune management and dune retention. Beach dunes define a beach town. Developers need to have proper controls so the Town does not lose what people come here for.

Rich Cerrato; 517 Twisted Oak Lane: Thank you for your efforts on the proof of ownership issue.

Adjournment: 10:45 AM. CHAIRPERSON VINCENZ ASKED FOR A MOTION TO ADJOURN. MOTION MOVED BY NOELLE KEHRBURG. SECOND WAS MADE BY GREG JENSEN. MOTION CARRIED UNANIMOUSLY.

Town of Sunset Beach
Planning Board

Tom Vincenz, Chair Person

Submitted by:

Cindy Nelson, Planning Board Secretary

***Minutes were from the May 19, 2016 Planning Board meeting were approved at the June 2, 2016 meeting.