



## Town of Sunset Beach Planning Board Meeting

Meeting Minutes of May 7, 2015

9:00 am

# DRAFT

**Members Present:** Tom Vincenz, Vice Chairperson; Greg Jensen, Noelle Kehrberg, Robert Tone

**Members Absent:** Carol Santavicca, Chairperson; Len Steiner

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

Vice Chair Tom Vincenz called the meeting to order, established that a quorum was present, and read a prepared welcome statement. 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 April 16, 2015 meeting. VICE CHAIR TOM VINCENZ MOTIONED FOR THE MINUTES TO BE APPROVED AS AMENDED. MOTION MOVED BY GREG JENSEN. SECOND WAS MADE BY NOELLE KEHRBERG. MOTION CARRIED UNANIMOUSLY.

### **New Business**

a. Ordinance Amendment TA-15-09; Staff-Initiated: Proposal to remove Special Use Permit requirement for outdoor display and storage of merchandise for commercial businesses.

Rawls Howard presented the case for the staff initiated proposal. He stated the the current UDO lists outdoor displays as a Special Use which is granted through the Board of Adjustment. A merchant recently went through the time and expense of getting a Special Use Permit granted. Typically and in the former ordinance this type of use would be a permitted use.

The Board of Adjustment and Staff supports removing Outdoor Displays as a Special Use requirement and is moving it to a Permitted Use. Greg Jensen recommended the Town's merchants be notified of the change.

GREG JENSEN MADE A MOTION TO MAKE THIS A RECOMMENDATION. MOTION MOVED BY VICE CHAIR TOM VINCENZ. SECOND WAS MADE BY ROBERT TONE. MOTION CARRIED UNANIMOUSLY.

b. Ordinance Amendment TA-15-10; Staff-Imitated; Proposal to amend and correct Section 6.05 (C); Single-family minimum lot size in MR-3 Districts from 40,000 sq. ft. to 7,500 sq.ft.

Rawls Howard explained to the Board that this was found to be a typo graphical error from the former ordinance to the new UDO. The typo list both commercial and residential mean lot area's as 40,000 sq. ft. When in fact multi-family for MR-3 should be 40,000 sq. ft. and residential for MR-3 should be 7,500 sq. ft.

VICE CHAIR TOM VINCENZ MOVED TO APPROVE SUPPORT THE CHANGE. MOTION MOVED BY GREG JENSEN. SECOND WAS MADE NOELLE KEHRBURG. MOTION CARRIED UNANIMOUSLY.

c. Site Plan Review and Approval; Multi-family (Quadplex) building project on 407 217<sup>th</sup> St.; proposal to finish existing project.

Rawls Howard explained to the Board that this is a site plan review for a quadplex under construction and the builder was present to answer any questions.

Tom Vincenz requested from the applicant that he consider the changing the size of containers for plantings even though the Town has not given approvals. Rawls Howard said he would have to do a review on that. Ron Eller, the builder approached the podium and said he would not have an issue working with the Town if he was able to accommodate the change.

Greg Jensen asked if elevators would be installed in this building. Ron Eller answered that there would be an elevator for each unit.

VICE CHAIR TOM VINCENZ ASKED FOR A MOTION. MOTION WAS MOVED BY GREG JENSEN. A SECOND WAS MADE BY BOB TONE. MOTION CARRIED UNANIMOUSLY.

## **Old Business**

a. Ordinance Amendment TA-15-06; Citizen-Initiated; Multifamily in BB1 District; review proposed ordinance language.

Rawls Howard highlighted the changes to the UDO section as was discussed at the previous meeting.

VICE CHAIR TOM VINCENZ MADE MOTION TO APPROVE. MOTION MOVED BY NOELLE KEHRBERG. SECOND WAS MADE BY GREG JENSEN. MOTION CARRIED UNANIMOUSLY.

b. Review and Discussion-Article 9, Part III, Outdoor Lighting; review ordinance for needed updates or revision.

Clayton Rivenbark from BEMC was present to talk with the Board Members and answer any questions.

Vice Chairman Tom Vincenz asked if any revisions or updates to our ordinance could include LED lighting. Clayton said yes as the industry is moving toward LED lighting, as well as the State of North Carolina.

There was a question asked if LED lighting could include private property as well as commercial property. Rawls Howard said he would check into what the Town could do to make a standard in this regard. Clayton said that Ocean Isle Beach worked with BEMC to convert their Town's lighting to LED and that project is now completed. Rawls said he will refer to the language they used and move forward from there.

Clayton expressed that he is looking forward to working with Sunset Beach and the Board thanked him for his time.

## **Administrative Items:**

A. Director and Staff Comments-Update on Overlay Work Committee.

a. Rawls Howard said the overlay work committee met with Dave Stuart. Rawls reported the meeting as being very productive. Another meeting is scheduled and Rawls will keep the Board informed of any progress as it is made.

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

**Public Comments-** None

**Adjournment-** 9:25 am. VICE CHAIR TOM VINCENZ MOTIONED TO ADJOURN. MOTION MOVED BY NOELLE KEHRBERG. SECOND WAS MADE BY GREG JENSEN. MOTION WAS CARRIED UNANIMOUSLY.

Town of Sunset Beach  
Planning Board  
*Tom Vincenz, Vice Chair*

Submitted by:

*Cindy Nelson, Planning Board Secretary*

\*\*\*The April 16, 2015 minutes were approved by the Planning Board during the May 7, 2015 meeting.