

Investigate-Research-Develop-Recommend
(North Carolina General Statute 160A-387)

Sunset Beach Planning Board-Town of Sunset Beach
Minutes from February 7, 2013

Members Present

Carol Santavicca-Chair
Tom Vincenz-Vice Chair
Leon August
Sybil Kesterson
Bill McDonald
Bob Tone

Members Absent

Al Seibert

Staff

Sandy Wood
Cindy Nelson

Others Present

Holly Smith
Michael Prince

1. **Call to order**-9:00 am
2. **Roll Call**-Quorum Present
3. **Agenda Comments**-several topics were added to the agenda for discussion under Old Business:
 - a. Discuss the status of the proposed kayak business.
 - b. Discuss the status of Municipal Drive access for affected businesses.
 - c. Discuss the appointment to the Village Architectural Review Committee (MUD ARB).
4. **Approval of Minutes**-Minutes from April 19, 2012, July 12, 2012 and January 17, 2013. Carol asked for a motion for acceptance of the January 17th minutes as corrected and the April 19th as written and the July 12th as written. Leon moved the motion be approved. Second by Tom. Motion carried unanimously.
5. **UDO Administrator Report**

Sandy explained there has been preliminary discussion with a developer who is interested in the construction of a multi-family project on Seaside Road close to the waterway. The area has already been cleared. There are wetlands on the property and CAMA has been working with the developer. The developer brought in a proposed drawing for Sandy to review. Sandy thought the proposal would be in line with town ordinances.

Sandy continued; the D.O.T gave the median strip in front of Mavericks Java to the town. This will be in line with the Land Use Plan.

Sandy further mentioned; D.O.T. did research into requests for the possibility of having a traffic light installed at the base of the bridge on the mainland side. Installation of a traffic light has been approved, although, D.O.T. made a presentation at the last council meeting on what a roundabout would look like and gave a cost projection. The cost of a roundabout is about one million dollars. State funds and grant money may be available to the town for such a project, if grant money is awarded then the town would

have to pay a share of the cost. The traffic light could be installed with no cost to the town; however, roundabouts are much safer and look much nicer in appearance. This is a council decision. Leon said there could possibly be other grants available to help offset the town's cost of a roundabout.

6. **Council Work Session Report-None**

7. **Technical Review Committee Report-None**

8. **MUD District Architecture Review Committee Report**

Carol met with Dave Stuart and he informed Carol that he wanted a change in the appointments previously made to the MUD ARB Committee. He requested that the UDO Administrator be the main liaison and Leon August an additional appointee. This will allow one or the other to attend meetings as they are available. Then, there will always be town representation at the meetings.

Dave also made a request for the Planning Board to look at the sign requirements in the MUD ARB Covenants for the Live/work Townhomes. His request is for the town to consider incorporating the MUD sign regulations into the town UDO. This will give the town some jurisdiction over enforcing sign codes. He has concerns for the neon signs that are being installed in that area. Sandy said neon signs are permitted as long as they are not flashing. Dave has additional concerns for sandwich signs and merchandise displays on the sidewalks. Sandy offered to do research on the possibility of combining sign regulations. If this is feasible, he will inform the Planning Board so that a vote can be taken. Carol asked the Board members to review the sign regulations and give their input at the next meeting.

9. **Public Hearing Topics-None**

10. **Old Business**

a. Placement of Ice Vending Machine in the MUD Zoning District.

The topic was tabled from the last meeting pending more research into the setback requirements for that area. Sandy did the research and said there are no stipulations in the MUD regulations for setbacks. Given this information, all that is needed now is Planning Board approval so that building permits can be applied for.

Carol asked for a motion to remove this from the table and continue the discussion. Leon moved the tabled issued for the ice machine and bring it to the Board. Second made by Bill. Motion carried unanimously.

Carol asked for another motion to approve all the negotiated design and allow the permits to be released. Motion moved by Sybil. Second made by Tom. Motion carried unanimously.

b. Discussion of Planning Board/Board of Adjustment Rules and Regulations.

Carol explained the council gave the Rules of Procedure back to the Planning Board for the following concerns: grammar and structure of the document, an alternate member is currently the Vice Chair and the rules state that an alternate member cannot be an officer, the rules are repetitious of what is already in the new UDO, and lastly, there is question on whether an ETJ member can be a Planning Board officer. Once all these issues are cleared, the Rules can be returned to council for further consideration.

Agenda Addition: Discussion for Municipal Drive and the Proposed Kayak Business:

Sandy said the Deed for Municipal Drive was reviewed by the Town Attorney. A 20 foot easement was deeded for a service driveway so there would be an access to the water tower. Municipal Drive had a 911 address assigned and so then the businesses along Municipal Drive received addresses as well. Although addresses are assigned to Municipal Drive for 911 purposes, Municipal Drive is not a street.

The business owners along Municipal Drive were at the council meeting to state their case to have access to their properties from Municipal Drive. Council is not in favor of sharing Municipal Drive with Public Works, the Fire Department, and the general public. The Fire Chief told Sandy he has already turned the fire trucks around to face the other side of the fire station so the trucks can still easily enter and exit from that side of the building instead of using Municipal Drive. The kayak rental business owner would like a round table meeting with D.O.T. and Sandy to see if it is even feasible that the D.O.T. will approve a driveway entrance. The D.O.T. is asking for an engineer's study that would cost \$15,000.00 and the applicant does not want to spend that amount if there is no chance they will approve a driveway application. If they do not approve an application then it will be left to the council to allow a curb cut from Municipal Drive. Council would like to see a formal denial from D.O.T. before making any decisions. There is urgency to resolve this issue as the rental season is quickly approaching the applicant would like to get the property ready to open for business. The town is working to help the applicant in any way possible.

11. New Business

a. Rezoning Request for Parcel # 24200005; 63.5 Acres located on Hwy 904.

The applicants introduced themselves as Michael Prince, land owner and Holly Smith, developer. Mr. Prince mentioned the property was rezoned for a specific use in 2008 for a Continuing Care Facility. With that vision in mind and the state of the current economy, it is beneficial to have flexibility to market the property in smaller pieces instead of the whole piece. His vision is to build single family homes in the back of the property with multifamily development toward the front, a pharmacy, and doctors' offices. The request is being made to rezone the property to MR-3 so that the property can be developed over time.

Mrs. Smith described the proposed building to be an apartment building which will house rental units directed at the 55 and over age group. She stated this was her 8th project related to this type of building. The apartment complex will be an affordable active living community for people who rely on pensions or social security

for income. It will offer transportation to doctor's appointments and the like and work in close contact with the local senior center.

Carol said she had no problem with the proposal. If needed in the future some of the property could be rezoned back to RI-1. This will provide services the community needs. This would not be spot zoning. Sandy said rezoning back to RI-1 if needed would be ok. Carol asked if there were any more questions.

Bill made a motion to recommend the approval of the change as requested. Second by Leon. Motion carried unanimously.

12. **Visitors Comments**-Bob Bobinski and Charlie Nern were very happy to see a much needed facility like this come to the area.

13. Adjournment-meeting adjourned at 10:15 am. **Carol asked for a motion to adjourn. Moved by Sybil, Second made by Tom. Motion carried unanimously.**

Carol Santavicca

Chair

Cindy Nelson

Secretary