



Town of Sunset Beach  
Planning Board Meeting

**Meeting Minutes of May 5, 2016**

**9:00 am**

**Members Present:** Vice-Chairperson Len Steiner, Greg Jensen, Noelle Kehrberg, Bob Tone

**Members Absent:** Chairperson Tom Vincenz

**Staff Present:** Rawls Howard, Planning Director; Richard Hathcock, Planning Board Secretary

Vice-Chairperson Steiner called the meeting to order, read a prepared welcome statement, and 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:** VICE-CHAIRPERSON STEINER ASKED FOR A MOTION TO APPROVE MINUTES FOR APRIL 21st, 2016 AS AMENDED. MOTION MOVED BY BOB TONE. SECOND WAS MADE BY GREG JENSEN. MOTION CARRIED UNANIMOUSLY.

**Old Business**

a. TA-15-13; Text Amendment; Town-initiated; Proposal to amend UDO to address fill standards for lots.

Rawls presented the text amendment with images depicting the proposed standards. After discussion; The Board recommended adding the visual aids into the text amendment to be incorporated into the UDO.

Rawls agreed to revise the text and bring back to the Board for a final approval at the next meeting.

**New Business**

a. TA-16-07; Text Amendment; Town-initiated; Proposal to amend UDO to Provide for Guttering and Relocation of Building Standards from Previous Town Code.

Rawls presented the proposed text amendment and explained that only one minor change was made in the transition from Town Code to UDO. He explained that section 2.21D

had addressed a specific position, inspector, to review applications and that reference was changed to "Town" to allow other staff to review submitted material.

Rawls informed the Board that this should be the last remaining item for the Board to review, in regards to transitioning the Town Code to the UDO.

**Administrative Items:**

**A. Director and Staff Comments**

Rawls informed the Board that the Temporary Signs text amendment passed with Town Council.

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

The Board requested that Rawls provide language defining what is to be considered a public meeting.

**Public Comments:** None

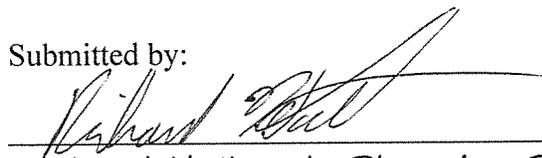
**Adjournment: 9:39 AM. VICECHAIRPERSON STEINER ASKED FOR A MOTION TO ADJOURN. MOTION MOVED BY GREG JENSEN. SECOND WAS MADE BY NOELLE KEHRBERG. MOTION CARRIED UNANIMOUSLY.**

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Len Steiner, Vice Chair Person

Submitted by:



Richard Hathcock, Planning Board Secretary

