



Town of Sunset Beach Planning Board Meeting

Meeting held at Fire Station #1; 102 Shoreline Drive W.

Meeting Minutes of January 21, 2016 9:00 am

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

Members Absent: Bob Tone

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

Chairperson Vincenz 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

CHAIRPERSON VINCENZ ASKED TO DISCUSS AGENDA ITEM #B IN PLACE OF #A, WITH #A FOLLOWING #B. THE CHAIRPERSON ASKED FOR A MOTION WHICH WAS MOVED BY GREG JENSEN AND SECONDED BY LEN STEINER. MOTION CARRIED UNANIMOUSLY.

Public Comments

Rich Cerro: 517 Twisted Oak; Expressed concerns on behalf of the Town Council. What items and how many items have been omitted in the UDO from the original ordinance. He asked the Planning Board to start a review as soon as possible to make sure there are no other sections of importance left out.

Charlie Nern: 647 Oyster Bay Drive; Many items may have been left out of the UDO by accident and not through any insidious action. Simply replace in the UDO what was left out.

Consideration of Approval of Minutes: Consideration of Approval of Minutes from the December 3, 2015 and December 17, 2015 meetings:

DECEMBER 3, 2015: CHAIRPERSON VINCENZ ASKED FOR CORRECTIONS ON PAGE 2; CHANGE ONE TO THREE GALLON PLANTINGS TO THREE AND FIVE GALLON. CHAIRPERSON ASKED FOR A MOTION TO APPROVE. MOVED BY NOELLE KEHRBERG. SECOND MADE BY GREG JENSEN. MOTION CARRIED UNANIMOUSLY.

DECEMBER 17, 2015: LEN STEINER ASKED FOR CORRECTIONS ON PAGE 3, AND THE CHAIRPERSON NOTED A CORRECTION ON PAGE 4. CHAIRPERSON VINCENZ ASKED FOR A MOTION. LEN STEINER MOVED TO APPROVE WITH CORRECTIONS AS NOTED. SECOND MADE BY GREG JENSEN. MOTION CARRIED UNANIMOUSLY.

Old Business-None

New Business

a. Site Plan Review-Dr. Jones Dental Office; 688 Sunset Blvd. North; Allison Engebretson (Agent).

Rawls gave an overview of the site plan. Property is located next to the office building adjacent to Town Hall. He asked the applicant to include stub outs for a cross connection to the next property. The applicant did not have an issue in doing so and it is included on the site plan. Rawls went on to say the plan exceeds UDO standards. He verbally described the architectural drawing and the landscaping requirements for this building. The building is a little less than 6000 square feet with a basic design.

Agent Allison Engebretson was introduced to the Board and answered questions regarding the site plan.

Questions were asked about the number of parking spaces of which Ms. Engebretson stated that the design includes enough parking for patients and employees, as well as a long range planning strategy for additional parking for employees as the business grows.

Stub outs for cross connections were included, with D.O.T. approval on the width. This will provide plenty of space for vehicles to maneuver.

Len Steiner noted that the sidewalk runs straight in its design versus the UDO requirement for a meandering type sidewalk. Rawls answered that the design worked out this way to meet landscape requirements and so the sidewalk does not encroach on the D.O.T. right of way. Rawls added that the UDO allows the UDO Administrator to make the call for either type sidewalk.

CHAIRPERSON VINCENZ ASKED FOR A MOTION. LEN STEINER MOVED TO ACCEPT THE PLAN AS SUBMITTED. SECOND WAS MADE BY NOELLE KEHRBERG. MOTION CARRIED UNANIMOUSLY.

b. Discussion-CAMA Land Use Plan Update; Wes MacLeod, Cape Fear COG

Wes proceeded with comments regarding the land use plan and survey:

- Over 450 survey responses have been submitted thus far, this does not include responses from the utility bill mailing.
- Rawls will be sending a notification to the Brunswick Beacon in order to gain even more survey responses.
- With the Board's approval we will post the plan chapters on the project website.
- Already, there have been over 1500 hits to the website. This is an excellent response.

Wes then reviewed Chapters 1 thru 3:

- He queried the Board to see if they would like to use the same vision statement from the 2010 update. Len said the 2010 vision statement is still on target. The Board was in agreement, however, some changes may be needed as the process moves forward.
- The beach has seen an increase in the number of day trippers and a growth in the seasonal population.
- One of the issues to research and consider is the number of parking spaces on the island, are they being utilized by day trippers or the local full time population.
- Table 3-9 of the land use plan document has been revised to show the actual numbers for housing units, vacant land, rental properties and occupied properties.
- The amount of seasonal rentals is an important consideration in this update process.

Rawls mentioned that the state is reviewing CAMA rules and regulations. In doing so it allows more flexibility in Land Use Plan requirements. So, this document will be more of a Land Use Plan instead of a CAMA Land Use Plan. The Town would still be required to uphold CAMA rules as regulations as far as permitting and the like.

Discussion ensued further on Chapters 1 thru 3. Wes asked the Board to review Chapters 4 and 5, and to submit any comments and changes to Rawls by February 11th for discussion at the next meeting.

c. TA-16-1; Text Amendment; Town-initiated; Proposal to amend UDO to provide standards for signage related to special events.

Rawls explained there has been an increase in the amount of large scale community events within the Town. The current ordinance has been updated for Board approval to accommodate these types of events. He then read through the draft language.

The Board asked Rawls to clarify (b) and (c) in section (A) (11) Temporary Special Events. The suggestion was to add a section specific to yard sales signage.

Len Steiner asked who would be responsible for enforcement of these regulations. Rawls said enforcement would fall upon the Planning and Inspections Department.

Chairperson Vincenz questioned section (c) iii. Are signs permitted in the public right of way? Rawls said he would research the answer to that question. The Chairperson added that people are not generally in favor of signage and the Town needs to be considerate as well as conservative.

Topic was for discussion only. No vote taken. Rawls will present new draft language for approval.

d. TA-16-02; Text Amendment; Town-imitated; Proposal to amend UDO to create the Gateway Corridor Overlay District.

Discussion:

Rawls thanked Board members Greg Jensen, Tom Vincenz and Dave Stuart for their role in helping to make this an attractive area. Chairperson Vincenz acknowledged the thank you for Dave Stuart.

Rawls used the vision plan to help determine what should be included in this district. His goal was to create an aesthetically pleasing gateway to the Town starting from the intersection of Georgetown Road coming into town to the traffic light on 179/Sunset Blvd and down to the waterway. Many factors were considered in creating this district such as multi-use paths, lighting, parking, trees, landscaping, sidewalks, architectural embellishment's, storage, and the overall look of the district. Standards will apply to any development over 3000 square feet. He added into the standard the installation of bicycle racks for new development, as this type of standard does not exist in the current UDO.

Len Steiner asked if the multi-use path would maintain a consistent width throughout the district. He stated his concern that the path width would dictate its use. Is it a sidewalk or a multi-use

path? Is the path a 5 foot wide sidewalk or 6 foot wide multi-use path? It could cause trouble with cyclists, walkers, golf carts, etc. Rawls offered to research the issue further and include language to address it. Greg Jensen said if it's a 6 foot path than that will negate the ability to have a meandering path. Rawls agreed.

Len Steiner and Noelle Kehrberg asked Rawls to define "Earth Tones" and "Garish". One person's idea of those color palates may differ from someone else's.

Discussion took place with concerns that a lot maybe 300 feet deep and a building could be 200 feet and then another building could be built behind it that cannot be visible from the road to make up the difference of the footage.

Topic was for discussion only. No vote taken. Rawls will present new draft language for approval.

e. Discussion – Proposal to amend UDO to address fill standards for lots.

Rawls informed the Board that he spoke with Currituck County and Ocean Isle Beach on how they address this issue. He stated that the standard he created for consideration is measuring fill by taking the average of the adjacent lots. This is in line with Currituck and Ocean Isle Beach. Also, he discussed his proposal with Bridget Flora, who works with stormwater at the County; who agreed with this concept.

Len Steiner said to consider taking the average grade from the street back to the building pad.

Discussion ensued and the Board was in agreement to use this standard with modifications as discussed.

Topic was for discussion only. No vote taken. Rawls will present new draft language for approval.

Administrative Items:

A. Director and Staff Comments-None

B. Board Member Comments and Request for Future Agenda Items

UDO Review-Rawls expressed that the most efficient way to approach this is to print off sections of the repealed code to compare to the new UDO and come up with questions and concerns to talk about. He expressed that one item will be coming to the Board for

consideration is bush hogging between homes and the ocean front.

Public Comments:

Carol Scott: Comments as follows:

- UDO review is more important to get done than the land use plan.
- Proposal for addressing the fill standard is not good.
- D.O.T. does not allow signs in the right of way, than the Town standard should not allow it as well.
- Make land use drafts available to the public for their participation as the process goes along.

Jan Harris; 206 North Shore Dr: Does not like the proposed fill standard. There is a difference between the mainland and the island when it comes to fill.

Adjournment: 11:35 AM. CHAIRPERSON VINCENZ ASKED FOR A MOTION. MOTION MOVED BY GREG JENSEN. SECOND WAS MADE BY NOELLE KEHRBERG. MOTION CARRIED UNANIMOUSLY.

Chairperson Vincenz informed the Board that he would not be available at the next meeting.

Town of Sunset Beach
Planning Board

Tom Vincenz

Tom Vincenz, Chairperson

Submitted by:

Cindy Nelson

Cindy Nelson, Planning Board Secretary

***Minutes for the December 3 and December 17, 2015 meetings were approved at the January 21, 2016 meeting.