

**Town of Sunset Beach
Planning Board Meeting
February 19, 2015**

MINUTES

Members Present: Carol Santavicca, Chairwoman; Tom Vincenz, Vice-Chairman; Members Sybil Kesterson, Len Steiner, Noelle Kehrberg and Greg Jensen

Members absent: Member Bob Tone

Staff Present: Susan Parker, Town/UDO Administrator, Rawls Howard, Planning Director, and Lisa Anglin, Planning Board Secretary

Chairwoman Santavicca called the meeting to order, established that a quorum was present, and read a prepared welcome statement. The Pledge of Allegiance was recited.

Postponement or Withdrawal Requests

None

Public Comments

None

Consideration of Approval of Minutes

None

New Business

None

Old Business

Ordinance Amendment – Article 10 Landscaping

Rawls Howard presented a power point presentation highlighting the proposed amendments for Article 10 Landscaping as follows:

- Restructured the format of the Article for a more intuitive flow; including clearly separating residential and nonresidential requirements;
- Defining “residential” and “nonresidential” in terms of ordinance applicability;
- Clarified how to address commercial nonconforming landscaping plans;
- Consolidated and “rolled-in” previous zoning language (10.05), including moving language to appropriate sections in new UDO and removed redundant language;
- Addressed and incorporated State and Federal requirements for buffering;
- Added language regarding single-family residence landscaping and plan submittal requirements;
- Amended and add language to address required landscaping in front yards for residential uses;
- Planning Board authorized to accept and approve alternative plans under “equal or better performance” review for unique situations, as defined;
- Removed duplex and triplex exemption for tree preservation. Single-family remains exempt.

The Board recommended additional amendments which Vice-Chairman Vincenz noted and will be provide to Howard for inclusion in the final draft that the Board will consider during the March 5th meeting.

Administrative Items

Director and Staff Comments

- A. Strategic Work Plan - Howard advised that he is developing a Strategic Work Plan for the Planning Board.

- B. Council Planning Session Review - Howard thanked the Board for attending the Council Planning Session and provided a summary of the request he gave the Council concerning the development of a Comprehensive Plan.

- C. Request for Future Agenda Items – Future agenda items include: the Overlay District, rules of procedures, Board of Adjustment Ordinance amendments and the UDO Amendment Index 3.

Howard advised that Cindy Nelson will be resuming her role as Planning Board Secretary beginning with the second meeting in March. Chairwoman Santavicca and Vice-Chairman Santavicca requested the agenda and minutes be provided in a timely manner.

VICE-CHAIRMAN VINCENZ MADE A MOTION TO ADJOURN THE FEBRUARY 19, 2015 MEETING. MEMBER STEINER SECONDED THE MOTION. CHAIRWOMAN SANTAVICCA CALLED FOR A VOTE AND THE MOTION CARRIED BY A UNANIMOUS VOTE.

Town of Sunset Beach
Planning Board

Carol Santavicca, Chairwoman

Submitted by:

Lisa Anglin, Planning Board Secretary