



Town of Sunset Beach
Planning Board Meeting

Meeting Minutes of December 3, 2015

9:00 am

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

Members Absent: None

Staff Present: Susan Parker, Town Administrator; Rawls Howard, Planning Director; 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

Public Comments

Ron Watts-421 Shoreline Dr. W: He said the Land Use Plan Survey should be consistent, it allows residents the opportunity to give feedback, survey is important, make sure the survey reflects the right questions for the feedback you want to receive.

David Eastburn-424 32nd St: Questioned how the fill standard was removed from the previous ordinance, and, are there other ordinances that have been removed? Also, how many permits have been issued since the fill standard was omitted?

Consideration of Approval of Minutes: None

Old Business-None

New Business

a. Site plan Review-Waterway Landing Condominiums Parking Lot Expansion; Alan Lewis, Agent.

Rawls described the nature of the request using a power point presentation with overhead map. Waterway Landing wants to add 5 parking spaces to their parking lot. The proposal has been through the Technical Review Committee and met all the requirements. Alan Lewis representative and engineer for the project, used the map to show where the parking spaces would be located.

Len Steiner questioned the width of the parking spaces. He proposed that the handicap space be 9' wide instead of the original space that is currently 8' wide.

CHAIRPERSON VINCENZ MADE A MOTION TO APPROVE THE PROJECT. LEN STEINER MOVED TO APPROVE WITH THE CONDITION THAT THE NEW PROPOSED SPACES ARE A UNIFORM 9' WIDE; AND TO RELOCATE ONE HANDICAP SPACE. SECOND WAS MADE BY GREG JENSEN. MOTION CARRIED UNANIMOUSLY.

b. Site Plan Review-ATMC Retail Building; 1660 Seaside Rd.; Jay Houston, Agent.

Jay Houston, agent for the new building proposal at 1660 Seaside Road presented an overview of the project along with an architectural rendering of what the building would look like.

Rawls added the project has met all the TRC and Architectural requirements.

Chairperson Vincenz mentioned that the landscaping on the plan shows one gallon planting where the ordinance requires three and five gallon plantings. Rawls answered that they still meet or exceed the standard but that he would look at the plan again and ensure that the proper landscaping plan is submitted before building begins.

Len Steiner expressed concerns related to impervious surfaces and how stormwater can be accurate as of 2001. Mr. Houston said it is the existing stormwater plan for that entire area and includes a stormwater pond.

CHAIRPERSON VINCENZ MOTIONED TO APPROVE WITH THE EXCEPTION OF CORRECTED GALLON SIZE FOR LANDSCAPING. MOTION MOVED BY BOB TONE. SECOND WAS MADE BY NOELLE KEHRBERG. MOTION CARRIED UNANIMOUSLY.

c. Discussion-CAMA Land Use Plan Survey Draft

Rawls explained to the Board that the last survey in 2010 was adopted into the current Land Use Plan. It was a multipage survey sent to residents. Rawls said a comment was made that only 200 to 300 responses were received from that survey when in fact 3,656 surveys were mailed with a little over 1,200 surveys returned. 427 were from year round residents at a 30% of the total returned. 427 is approximately 20% of the Town's population. That is considered a successful survey result. Today we can discuss what questions you would like to pose on the new survey. Allen Serkin with COG can review them and create a new survey that will reflect what the Town is looking for.

Board Discussion:

- Enclose a short cover letter explaining the benefits of completing and returning the survey.
- Do not mail the survey with the electric bill. Could be made available thru the mail or the website.
- Repeat some of the same questions from the former survey that may still have importance.
- Current survey has too many words, is redundant, and too many pages.
- Questions in proposed survey need to be more direct.
- Compare trends from last survey, population shifts, and change in ideas.
- The whole format needs revising.
- Revise the old survey to meet these suggestions.

Chairperson Vincenz made a suggestion for Noelle and Len to work together and compare the old survey to the proposed survey and create a usable document. Rawls agreed and added that this is just one of the many tools used as part of the Land Use Plan Update.

Noelle suggested that Town Council members may want to give some input on what is included on the survey. Rawls encouraged input from Town Council.

Mayor Ron Watts interjected that Town Council approved funding for a survey to be sent out every other year and so there is money in the budget to send out a survey in December or January (2016). He encouraged feedback from Town Council.

Topic for discussion only, no vote taken.

d. Discussion-Fill Standard on Lots

Rawls gave a brief history of how the old code read versus the new code. It is not uncommon for code sections to be inadvertently left out of new codes when trying to wrap several chapters from one code to another.

Rawls used the old language as the proposed language to include into the new UDO. With the change that height is measured from finished grade.

Chairperson Vincenz shared with the Board members that he was on the committee for the UDO re-write. He reassured the Board and the Public that the standard for fill on lots was not intentionally left out of the new UDO. He researched past agenda and minutes from 2014 to verify there was talk about the flood maps changing and that change could impact how fill is placed on lots. Fill on lots is a big topic in this town and it would be good to get a quick resolution to the issue.

Board consensus was to use the former standard with added language for review at the December 17th meeting. If approved, the item could be approved by Town Council at their January meeting.

Administrative Items:

A. Director and Staff Comments

Rawls said there is nothing on the books for the first meeting in January if the Board choose to cancel it.

GREG MOTIONED TO CANCEL THE FIRST MEETING IN JANUARY.
MOTION CARRIED AND SECONDED BY BOB TONE. MOTION CARRIED
UNANIMOUSLY.

B. Board Member Comments and Request for Future Agenda Items

Rawls will have a working draft for the overlay district at the second meeting in January.

Public Comments

David Eastburn- 424 32nd St: Asked that no permits be issued until the fill issue is resolved.

Adjournment- 9:50 am. CHAIRPERSON TOM VINCENZ CALLED FOR A MOTION TO ADJOURN. MOTION CARRIED BY BOB TONE. SECOND WAS MADE BY GREG JENSEN. MOTION CARRIED UNANIMOUSLY.

Town of Sunset Beach
Planning Board

Tom Vincenz

Tom Vincenz, Chairperson

Submitted by:

Cindy Nelson

Cindy Nelson, Planning Board Secretary

***There were no minutes available for consideration of approval at the December 3, 2015 meeting.