



**An Amendment to Article 5 Project Review Process  
of the Unified Development Ordinance (UDO) of the  
Town of Sunset Beach, North Carolina**

**THAT WHEREAS**, the Town has enacted a Unified Development Ordinance that control land development within both the Town’s incorporated areas and within its extraterritorial area; and

**WHEREAS**, in order to promote the public health, safety and general welfare and to promote the best interests of the town and community, it is necessary from time to time for the Town Council to consider appropriate revisions, modifications and additions to the town’s Unified Development Ordinance; and

**WHEREAS**, Town staff has initiated a text amendment requesting a review of the town’s Unified Development Ordinance concerning requirements for new development proposals; and

**WHEREAS**, the Planning Board reviewed and deliberated the options, and reached a 4 to 0 vote to recommend to the Town Council that an amendment to Section 5.02 (A) titled Pre-Application Meeting and Sketch Plan be approved; and

**WHEREAS**, pursuant to N. C. General Statutes and town ordinances, a public hearing, properly noticed , was held on June 21, 2016, where public comment was heard and considered by the Town Council regarding this issue; and

**WHEREAS**, the Planning Board and Town Council find that the proposed amendment to the Unified Development Ordinance Article 5 Project Review Process Section 5.02 is consistent with the Sunset Beach Comprehensive Land Use Plan; and

**WHEREAS**, the Town Council further finds that the approval of this proposed amendment is reasonable and in the public interest in that the amendment: (i) provides for additional scrutiny of development applications, (ii) works to help alleviate confusion and protect property owners, and (iii) will offer added protection against unintended actions from development interests.

**NOW, THEREFORE, BE IT ORDAINED** by the Town Council of Sunset Beach that Unified Development Ordinance Article 5 Project Review Process Section 5.02 Pre-Application Meeting and Sketch Plan is hereby amended as follows:

**SECTION 5.02 PRE-APPLICATION MEETING AND SKETCH PLAN**

(A) The **applicant** shall schedule a pre-application meeting with the **UDO Administrator** to review a Sketch Plan of the proposed **development**. The **UDO Administrator** shall require a copy of a deed or other instrument under which the applicant claims title before issuing any permits for new construction. Structural improvements, renovations, remodeling or additions to existing structures are exempt from this requirement. The sketch plan shall include the following:

Adopted this the \_\_\_\_\_ day of \_\_\_\_\_, 2016

Town of Sunset Beach

\_\_\_\_\_  
By: Mayor

ATTEST:

\_\_\_\_\_  
Town Clerk