



Town of Sunset Beach  
Planning Board Meeting

**Meeting Minutes of April 20, 2017**

**Members Present:** Chairperson Tom Vincenz, Greg Jensen, Noelle Kehrberg, Bob Tone

**Members Absent:** Len Steiner

**Staff Present:** Hiram J. Marziano II; Planner, Cindy Nelson; Planning Board Secretary

**Others Present:** Town Council Members, John Corbett, Peter Larkin

Chairperson Tom Vincenz called the meeting to order at 9:00 a.m. and established that a quorum was present.

**Amend or Approve Agenda:** Agenda approved unanimously.

The Pledge of Allegiance was recited by all in attendance.

**Postponement or Withdrawal Requests:** None

**Public Comments:** None

**Consideration of Approval of Minutes:** Consideration of approval of minutes from the March 16, 2017 meeting.

CHAIRPERSON VINCENZ ASKED FOR A MOTION TO APPROVE THE MINUTES.  
GREG JENSEN MOVED THE MOTION WITH A SECOND MADE BY NOELLE  
KEHRBERG. MOTION WAS CARRIED UNANIMOUSLY.

**PUBLIC HEARING**

Chairperson Vincenz opened the public hearing for public comment for:

TA-17-02: Amend Article 6.04 and 7.09 to Provide Standards for Fences Abutting Natural Amenities and to Provide Nonresidential Fence Standards.

No public comment.

TA-17-03: Amend Article 9.09 Off-Street Parking Schedule to Add an Additional Parking Ratio for Small, Carry-Out Restaurants/Cafes.

No Public Comment

The Public Hearing was closed for both Text Amendments with no public comment.

### **Old Business**

TA-17-01: Amend Article 10.06 (B) (6) to Provide Additional Standards for Golf Course Tree Removal. Discussion Item w/Attachment.

Chairperson Vincenz gave an overview for the purpose of the amendment. A change was noted to be made and with a little more discussion on the topic,

THE CHAIRPERSON ASKED FOR A MOTION TO MOVE FORWARD WITH ADVERTISING WITH NOTED CHANGE. NOELLE KEHRBERG MOVED THE MOTION WITH A SECOND MADE BY GREG JENSEN. MOTION WAS CARRIED UNANIMOUSLY.

TA-17-02: Amend Article 6.04 and 7.09 to Provide Standards for Fences Abutting Natural Amenities and to Provide Nonresidential Fence Standards. Action Item w/Attachment.

No discussion ensued on the subject.

CHAIRPERSON VINCENZ ASKED FOR A MOTION TO APPROVE AS WRITTEN AND AS PER CONSISTENCY STATEMENT A. MOTION MOVED BY GREG JENSEN. SECOND MADE BY NOELLE KEHRBERG. MOTION CARRIED UNANIMOUSLY.

TA-17-03: Amend Article 9.09 Off-Street Parking Schedule to Add an Additional Parking Ratio for Small, Carry-Out Restaurants/Cafes. Action Item w/Attachment.

No discussion on the subject.

CHAIRPERSON VINCENZ ASKED FOR A MOTION TO APPROVE AS WRITTEN AND AS PER CONSISTENCY STATEMENT A. MOTION MOVED BY GREG JENSEN. SECOND MADE BY NOELLE KEHRBERG. MOTION CARRIED UNANIMOUSLY.

Amendment to Section 6.07 Gateway Overlay District Ordinance. Discussion w/Attachment.

Chairperson Vincenz asked if a letter was sent to business owners informing them of ordinance changes related to building color standards. Staff answered that letters have not yet been sent.

Items of discussions as follows:

1. Overhead lighting. The lighting type that is now required is the most expensive BEMC offers. There seems to be no real standard with BEMC as lighting types are constantly changing. The main concern for lighting is to have some consistency through the Gateway District, and also to

be affordable for developers. Hiram offered to obtain a catalog and the Board can review some of the lighting types available.

2. Bike Racks. As the ordinance reads now, too many bike racks are required. This takes away from available vehicle parking. Hiram proposed giving businesses a credit-up to a maximum. Larger businesses can afford more space for bike racks as opposed to a smaller business on a smaller lot. Allow a standard for a ratio based on business size. This could be added to either the landscaping section or parking standard section.

3. Access Management. Consider shared driveway access and dumpster space between two properties.

4. How to properly have the authority to enforce the 50% renovation rule. I.e., tax value versus interior renovations. The cost of interior renovations could add up to more than 50%. Tax value is based on the whole structure. Not just outside or inside. Research will commence on a better solution.

## **NEW BUSINESS**

Meet the New Planner: Hiram J. Marziano II, CFM.

Hiram introduced himself to the Board. He explained that his door is always open to anyone. He expressed that he is “by the book”; however, he will work with applicants if at all possible to help them get approvals through the best way possible.

Hiram further stated that he will be working to make changes related to zoning and what the UDO requires. And, since he has been here at Sunset Beach he has become a CFM; Certified Floodplain Manager.

Chairperson Discussion Regarding Swimming Pools as an Accessory Structure.

Chairperson Vincenz described his concerns regarding swimming pools on the island as per the email included in the Planning Board packet.

Hiram informed the Chairperson that the pool in question does meet standards and regulations. After brief Board discussion it was determined that it would be better not to change the current regulation and let the police department handle any complaints regarding noise.

Hiram suggested taking a look at standards for pools as whole, town wide, instead of just in specific zoning districts.

## **Administrative Items**

a. Director and Staff Comments.

Hiram informed Board Members that he has issued several Floodplain Development Permits. Then he said that FEMA has not yet released a date for an adoption date of the new flood maps and he is still working under the preliminary maps. It could be another six months to a year or two before the new flood maps are ready for adoption.

b. Board Member Comments and Request for Future Agenda Items.

Bob Tone asked if the sign ordinance could be looked over. There seems to be little if no enforcement of the sign ordinance. Bob stated his specific concern regarding banners in the park and at the gazebo on the island. Hiram answered that these items are a Town Administration function, however, if needed he could make changes to the UDO that would impact how signs and banners are reviewed at the park and gazebo areas. Bob also commented on the yard sale signs and real estate signs that are placed in the rights of way on the weekends. Hiram offered to look into the problems and work with Town Administration on solutions. Hiram also stated that the sign ordinance is contradictory and needs to be streamlined.

**Public Comments-** None

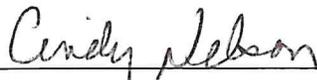
**Adjournment:** 10:00 AM. CHAIRPERSON VINCENZ ASKED FOR A MOTION TO ADJOURN. MOTION MOVED BY GREG JENSEN. SECOND WAS MADE BY BOB TONE. MOTION CARRIED UNANIMOUSLY.



Town of Sunset Beach  
Planning Board

  
\_\_\_\_\_  
Tom Vincenz, Chairperson

Submitted by:

  
\_\_\_\_\_  
Cindy Nelson, Planning Board Secretary

\*\*\*Minutes from the March 16, 2017 meeting were approved at the April 20, 2017 meeting.