Town of Sunset Beach
Planning Board Meeting

Meeting Minutes of August 3, 2017

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

Members Absent: Bob Tone

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

Others Present: N/A

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 July 20, 2017 meeting. CHAIRPERSON VINCENZ ASKED FOR A MOTION TO APPROVE THE MINUTES WITH A COUPLE OF CHANGES. GREG JENSEN MOVED THE MOTION WITH A SECOND MADE BY LEN STIENER. MOTION WAS CARRIED UNANIMOUSLY.

Old Business

Gateway Overlay Corridor Topics of Concern. Discussion Item w/Attachments.

Hiram presented the changes he made as was discussed at the last meeting. The Board was in agreement with the new language he provided regarding the percentage of improvements vs tax value to a property and bicycle racks. However, Hiram is still working on language for shared driveways/dumpsters and lighting. The Board will visit all the topics at once, then Hiram can proceed with a full text amendment.

Special Event Signage Topic of Concern. Discussion Item w/Attachments.

Hiram presented three options for the Board to consider as shown in the Staff Report.
The Board favored the language as written in the first option...The display period shall be three weeks prior to the event and for the duration of the event up to 25 weeks…

The next item of concern to consider is the allowable location of off premise signs and the time frame they are allowed to be up. Some discussion ensued. Chairperson Vincenz proposed allowing the signs to be up during the same time frame as the on premise signs, 25 weeks with placement permitted at the Gazebo beach parking area on the island. Hiram will draft language for the Board to consider.

New Business-None

Administrative Items

a. Director and Staff Comments

Hiram said there are no real pressing matters for the Board's consideration right now. He instructed the Board Members to email him with any future topics they can think of that may warrant discussion. In the meantime, Hiram is still working on changes to the sign ordinance with help from the Cape Fear Council of Governments, the changes are based on a new law passed in Arizona that will have an effect in all the states.

Hiram made a suggestion to cancel the August 17th meeting as there are no immediate concerns to address as well as the fact the Secretary is out of the office that day. The Board opted to reschedule the meeting to another time when the stormwater presentation can be held. Noelle will find out when the person making the presentation will be available in September. The Town then can advertise the meeting once a date and time are set.

Items for Town Council consideration at their August 7 meeting: Density in BB-1, NC Building code standards added into the UDO, fences for subdivisions.

The minimum housing standard will be on the agenda for the Town Council meeting in September. The Planning Board can then work on developing definitions once the standard has been adopted. At this point something will be in place that can be enforced while the definitions are being worked through.

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

Chairperson Vincenz would like to discuss parking requirements.

The Town Council has not made any comments yet regarding the Land Use Plan.

Hiram informed the Board members that they may be approached by a citizen who has concerns regarding development on Riverside Drive, and the setback requirement in the BR-2 Zoning District. Hiram recommended that if they are indeed contacted to send the inquiries to him directly so that he can address the questions. He continued that there is a chance that set back changes may be coming before them as a consideration. Hiram told the Board that he and the Building Inspector went to each home currently under construction and measured the setbacks with the foundation locations and they are all in compliance as per submitted plans and the UDO.

Public Comments

Charlie Nern; 647 Oyster Bay Drive: A developer should be made aware of the Gateway Corridor regulations before they proceed with submitting plans for development. The Town's entrances should look nice. As far as signs, same standard should apply to all off premise and on premise signs.

Adjournment: 10:55 AM. CHAIRPERSON VINCENZ ASKED FOR A MOTION TO ADJOURN. MOTION MOVED BY GREG JENSEN. SECOND MADE BY LEN STIENER. MOTION CARRIED UNANIMOUSLY.

TOWN OF SUNSET BEACH
OFFICIAL SEAL
NC

Town of Sunset Beach
Planning Board

Tom Vincenz, Chairperson

Submitted by:

Cindy Nelson, Planning Board Secretary

***Minutes from the July 20, 2017 meeting were approved at the August 3, 2017 meeting.