



Town of Sunset Beach  
Planning Board Meeting

**Meeting Minutes of December 1, 2016**

**DRAFT**

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

**Members Absent:** Bob Tone

**Staff Present:** Richard Hathcock, GIS Planner; Cindy Nelson, Planning Board Secretary

**Others Present:** Wes Macleod, Cape Fear Council of Government (COG); Peter Larkin, Town Council Member; John Corbett, Town Council Member

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

**Amend or Approve Agenda:**

Two items were added to the agenda as:

Item d. Bulkheads, Docks and Piers.

Item e. Overlay map.

The Board unanimously approved the agenda additions.

The Pledge of Allegiance was recited by all in attendance.

**Postponement or Withdrawal Requests:** None

**Public Comments:** None

**Consideration of Approval of Minutes:**

Approval of minutes from the November 3rd meeting:

CHAIRPERSON VINCENZ ASKED FOR A MOTION TO APPROVE THE MINUTES.

MOTION CARRIED BY NOELLE KEHRBERG. SECOND WAS MADE BY GREG JENSEN.

MOTION CARRIED UNANIMOUSLY.

Approval of minutes from the November 17 meeting:

CHAIRPERSON VINCENZ ASKED FOR A MOTION TO APPROVE THE MINUTES WITH DISCUSSED CHANGES. LEN STEINER MOVED THE MOTION TO APPROVE WITH AMENDED CHANGES. SECOND WAS MADE NOELLE KEHRBERG. MOTION CARRIED UNANIMOUSLY.

Wes MacLeod made mention that the Palm Cove fence was permitted per the code that was in existence at the time. Fences were permitted in the CR-1 District as was to referred to in the MR-1 District; which CR-1 referred back to. So the assumption is that fences would be allowed, however, in reading further into the code, fences were only allowed for mainland subdivisions.

### **Old Business**

a. TA-16-15: Amend the UDO to require the Completion of Infrastructure Prior to Final Plat Approval for Subdivisions. Discussion w/Attachment.

Discussion ensued between the Board and Wes. Changes were noted which Wes will make and bring to the December 15<sup>th</sup> meeting for a vote.

b. TA-16-16: Amend Article 6.06 (D) to Provide Dimensional Standards for Residential Development in the MB-1 Zoning District. Discussion w/Attachment.

Wes read through the changes, and explained the proposed set backs in depth.

Highlights from the discussion were to remove “Zero Lot Line” under B. Residential Uses 2d. In D. under Residential Uses; allow the 35 foot height limit to remain. Extensive discussion ensued on the 30% impervious rule as listed in E. also under Residential Uses. Additional questions were asked regarding 30% impervious coverage, only not as it relates to this Text Amendment. The Board would like to revisit this at another time for discussion and clarifications.

The Board would like to talk with the developer of Pelican Square and see a drawing on building placement and set backs to get a better visual concept of his proposal. Wes will contact the developer, Lat Purser, and see if he could be available at the December 15<sup>th</sup> meeting.

c. Use of Pine Straw Prohibited in Residential Districts on the Island. Discussion Item w/ Attachment.

Wes introduced a flyer he created which will be of use to help educate the public on the dangers of using pine straw for landscaping and it further suggests using alternatives such as mulch. Noelle posed a question; how would someone know which mulch to use? There are so many different kinds and different uses. Wes offered to contact the Extension Office to see if they could provide a list of different types of mulch and their uses. Wes added that if they do have a

list; he will add their website to the flyer. Discussion went forward on the content of the flyer. The conclusion was to revise the text using fewer words and add the website reference for the extension office. Then it will be forwarded to Town Council for approval.

d. Agenda Addition; Bulkheads, Docks, and Piers

Wes explained that the Town Attorney Grady Richardson reached out the the Department of Environmental Quality. After talking with them, Grady made the recommendation to the Planning Board to pass the document. And then changes can be made at a later time if needed. Planning Board accepted that and asked Wes to bring the Text Amendment to the December 15<sup>th</sup> meeting and they will vote on it.

e. Agenda Addition; Overlay Map

Wes said that if the Town Council adopts the Corridor Overlay District then it will initiate the need for a rezoning of which the Planning Board will need to advertise and hold a public hearing.

**New Business**

a. Chain Link Fence Restrictions. Discussion Item Only. No Attachment.

Discussion ensued on restricting the use of chain link fences. After the discussion it was determined that chain link fences would be restricted on the island only. Wes will create a Text Amendment for the Planning Boards consideration.

**Administrative Items**

A. Director and Staff Comments

Wes said that hopefully he will have comments from the CRC on the Land Use Plan Update within the next week.

B. Board Member Comments and Request for Future Agenda Items-None

**Public Comment:** None

**Adjournment: 10:30 AM. CHAIRPERSON VINCENZ ASKED FOR A MOTION TO ADJOURN. MOTION MOVED BY NOELLE KEHRBERG. SECOND WAS MADE BY GREG JENSEN. MOTION CARRIED UNANIMOUSLY.**

Town of Sunset Beach  
Planning Board

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*Tom Vincenz, Chair Person*

Submitted by:

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*Cindy Nelson, Planning Board Secretary*

\*\*\*Minutes from the November 3 and November 17, 2016 meetings were approved at the December 1, 2016 meeting.