Town of Sunset Beach
Planning Board Meeting

Meeting held at Fire Station #1; 102 Shoreline Drive W.

Meeting Minutes of February 18, 2016
9:00 am

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

Members Absent: None

Staff Present: Rawls Howard, Planning Director; Susan Parker, Town Administrator; Cindy Nelson, Planning Board Secretary

Chairperson Vincenz called the meeting to order, read a prepared welcome statement, and established that a quorum was present. 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 FEBRUARY 4, 2016 MEETING. CORRECTIONS WERE NOTED. MOTION TO APPROVE AS AMENDED. BOB TONE MOVED THE MOTION WITH A SECOND MADE BY NOELLE KEHRBERG. MOTION CARRIED UNANIMOUSLY.

Old Business

a. Discussion and Possible Action – Reviewing and Placing Previous Town Code Sections to UDO Relating to Land Use.

Rawls expanded on comments from the last meeting:

The alteration of sand dunes we will discuss today. The maintenance of piers, docks and bulkheads is covered under another provision thru the building code or CAMA.
He continued that the one concern was pile type foundations; Rawls asked to revisit the topic at a later date as FEMA is working on a new regulation that affects pile type foundations in relation to the new flood zone they are working to create. Once the new flood maps come out this could be incorporated into the new standard(s). Chairperson Vincenz and the Board were in agreement to wait until the new flood maps come out.
No vote taken.

New Business

a. Discussion – CAMA Land Use Plan Update; Wes MacLeod, Cape Fear COG

Wes MacLeod proceeded to give a power point presentation of on the progress of the LUP. Highlights of discussion as follows:

- So far 780 survey responses have been submitted, which is fantastic.
- Also, the Brunswick Beacon received a press release, and Wes said he will be following up with the Beacon to get an article written.
- Invited the Board members to encourage citizens to participate in the survey before the close of the survey on March 31.
- All drafts will be posted on the LUP website.
- A public input meeting will be scheduled after the survey closes, tentatively in April.

Review of Chapters 4 – 5
Discussion:

Clarify ocean front set back as it relates to erosion in the LUP. There are areas that are gaining sand but there is also erosion occurring as recent as 2012.

The new flood maps will show a significant reduction in the VE zone areas. The new maps will be added to the LUP as an appendix; however, the LUP will be final before the new maps are adopted.

Water quality and shellfish areas; it will take a couple years to show the results of the Town's conversion from septic tanks to public sewer service. The most recent data is from 2013. The next five to ten years should show substantial improvement in Brunswick County's water quality.

Chapter 4: No comment or discussion.
Chapter 5: Existing Land Use Analysis-Definitions will be added for manufactured and modular homes. Clarification is needed to allow multi-family development in the BB-1 zoning district.

Next update discussion will take place at the March 17th Planning Board meeting.
The assignment for Board members was to review Chapter 6 for discussion.

b. TA-16-01; Text Amendment; Town-initiated; Proposal to amend UDO to provide standards for signage related to special events.

After review and discussion of the proposed language, the Board recommended additional changes. Rawls will redraft the standard and bring back for Board approval.

c. TA-16-03; Text Amendment; Town-initiated; Proposal to amend UDO to address alteration of sand dunes.

This is based on the CAMA regulations in regard to what you can and cannot do on the dunes.

If an area is designated as a protected CAMA area, no cutting can be done. If an area is between the house and the dunes and is not a CAMA protected area, then the Town must go out and determine that this is not a CAMA protected area, or even a 404 Wetlands area. If the area in question does not fall under those items than vegetation can be cut to a first floor level. Certain activity is acceptable for cutting, such as government activity like construction of a dune walkover.

Discussion ensued.

Rawls brought up a point that the old regulation stated that dead vegetation could be cut in unprotected areas. He left it up to the Board to maintain that language in the UDO. Planning Board was in agreement.

Chairperson Vincenz asked if a permit would be required for cutting vegetation as stated in 150.306. He preferred the Town have this placed back in the UDO, as opposed to having to defer strictly to the CAMA regulation. This way there is no question for a citizen referring to our UDO as to whether or not a permit is required for cutting vegetation. Rawls agreed to add that back in with the requirement that a zoning permit would need to be obtained.

Noelle Kehrberg asked to add to the title of Section 2.19 Alteration of Sand Dunes to include "Alteration of Sand Dunes and Trimming of Vegetation".

Rawls asked the Board if they would move the standard to Town Council, or should he bring it back to the Board for approval after these changes have been made.
Len Steiner wanted to see the language again. The other members were in agreement to move it forward. Chairperson Vincenz was of like mind to move forward for Town Council consideration, just to have the standard in place. Once approved, the Planning Board could go back and amend the regulation as needed.

CHAIRPERSON VINCENZ ASKED FOR A MOTION TO APPROVE WITH THE ADDITIONS DISCUSSED TODAY. MOTION MOVED BY NOELLE KEHRBERG WITH A SECOND BY GREG JENSEN. MOTION WAS CARRIED WITH OPPOSTION BY LEN STEINER.

Administrative Items:

A. Director and Staff Comments

Rawls mentioned that he rode around the island; with each Planning Board member individually, to look at different lots in regard to the fill issue.

Discussion ensued with these results:

- Make two different standards: one for fill and one for grading.
- Consider two different standards: one for the island and one for the mainland.

Rawls will draft language for Board discussion at a later meeting.

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

Public Comments:

Jan Harris: 206 North Shore Sunset Beach.
I would like to see the Land Use Plan drafts made available to the public.
Response: Information will be on the website.

Sammy Varnam: 1574 Monster Buck Estates; Define sand dunes, CAMA has definition but what it the Town's definition.
Response: We defer to CAMA's definition.

Adjournment: 10:25 AM. CHAIRPERSON VINCENZ ASKED FOR A MOTION TO ADJOURN. MOTION MOVED BY LEN STEINER. SECOND WAS MADE BY BOB TONE. MOTION CARRIED UNANIMOUSLY.

TOWN OF SUNSET BEACH
OFFICIAL SEAL
NC

Town of Sunset Beach
Planning Board

Tom Vincenz

Tom Vincenz, Vice Chair Person

Submitted by:

Cindy Nelson

Cindy Nelson, Planning Board Secretary

***Minutes for the February 4, 2016 meeting were approved at the February 18, 2016 meeting.