



**Minutes**  
**Town of Atlantic Beach, North Carolina**  
**Town Council Meeting**  
**Monday, December 14, 2015**



The regularly scheduled meeting of the Atlantic Beach Town Council was held Monday, December 14, 2015 at 6:00 p.m. in the Council Meeting Room, 125 West Fort Macon Road, Atlantic Beach, North Carolina.

**Members Present:** Mayor A. B. Cooper, III; Mayor Pro Tem Danny Navey; Councilmembers: Harry Archer, Ann Batt and John Rivers

**Members Absent:** Eddie Briley

**Others Present:** David Walker, Town Manager; Derek Taylor, Town Attorney; Katrina Tyer, Town Clerk; Sabrina Simpson, Administrative Service Director; Jeff Harvey, Police Chief; Jessica Fiester, Planning Director; Marc Schulze, Public Service Director; and new planner Michelle Shreve.

#### **CALL TO ORDER**

Mayor Cooper called the meeting to order at 6:04 p.m.

#### **PLEDGE OF ALLEGIANCE**

Mayor Cooper led the audience in a Moment of Silence in honor of Jane Briley. Mayor Pro Tem Navey led the assembly in the Pledge of Allegiance.

#### **APPROVAL OF AGENDAS**

Councilmember Archer made a motion *to approve* the agenda. Seconded by Councilmember Rivers. Vote was unanimous, 4-0. Motion carried.

Mayor Pro Tem Navey made a motion *to excuse* Councilmember Briley from the meeting due to his wife's hospitalization. Seconded by Councilmember Rivers. Vote was unanimous, 4-0. Motion carried.

#### **4. ORGANIZATIONAL MATTERS**

##### **OATHS**

Mayor Cooper introduced Judge McCullough to the audience. Judge McCullough gave the audience a brief history of oaths and then administered oaths to Mayor Cooper and Councilmembers Danny Navey, Harry Archer, Ann Batt and John Rivers as a group.

Eddie Briley's oath of office was performed by the Town Clerk at Town Hall during business hours on December 14, 2015 due to his inability to attend tonight's meeting.

##### **SELECTION OF MAYOR PRO TEMPORE**

Mayor Cooper informed the audience it is the tradition in Atlantic Beach for the Councilmember who received the most votes during the election to serve as Mayor Pro Tem, that is Danny Navey again this year.

Councilmember Batt made a motion *to appoint* Danny Navey as nominated by acclamation as Mayor Pro Tempore. Seconded by Councilmember Archer. Vote was unanimous, 4-0. Motion carried.

#### **5. CONSENT AGENDA**

1. Tax Collection Report
2. Tax Releases
3. Financial Report
4. Certification of 2015 Election Results
5. Approval of 2016 Meeting Schedule
6. Appointment of John Lotspih to Eastern Carolina Council (ECC) Board for 2016
7. Town Council Meeting Minutes: 11/19/15 WS and 11/23/15

Mayor Pro Tem Navey made a motion *to approve* the Consent Agenda. Seconded by Councilmember Archer. Vote was unanimous, 4-0. Motion carried.

**(Clerk's Note: a copy of Consent Agenda items are attached and therefore made a part of these minutes.)**

## **6. CITIZEN REQUESTS/COMMENTS**

### **Vada Palma, 116 Island Quay Court**

Congratulated Council on their election and thanked them for their service and for everything they have done. She complimented the new chairs in the boardroom and the entranceway to the beach at the bridge abutment. She would like Council to turn their attention to the only blighted area left in Atlantic Beach, the Circle boardwalk. She asked that they investigate plans and funding for renovating the boardwalk to transform it into something we can be proud of, a much needed facelift. She suggested ADA access, swings and benches. She added that people are willing to donate toward the details and upgrades. Also, the Town can sell the planks from the boardwalk and plaques or benches to raise money and help with the cost of the extra features.

## **7. REVIEW OF THE GROVE**

- a) **Submittal of The Grove Master Plan Update for Annual Approval**
- b) **Proposed Lookouts at the Grove review**

Mrs. Fiester gave an introduction and explained the reasoning behind an annual review of the master plan.

Fred M. Bunn, FMB, Inc., reviewed the master plan, he doesn't think has changed much since its inception. He wants to continue to support all activities that happen at the boardwalk. He reviewed some of his accomplishments:

- Built almost all homes on East Bogue Blvd.
- Has almost completed the Bungalows project
- Pleased with the 2 renovated restaurants that are open and running; Pescara and Idle Hour
- Removed the hot dog stand near the Tackle Box Tavern and cleaned up the area
- Was unable to save the old John's Motel due to flood regulations, etc. Feels the current plan is better than he first envisioned
- Hopes to begin the Lookouts at the Grove in February with commercial and residential opportunities
- Will present Council with plans for Old Pavilion lot soon
- Will begin construction on more residential homes soon
- Is working on plans for the triangle area when you first enter the Circle and the northern side of the drain tank

Councilmember Archer made a motion *to approve* the Grove Master Plan Update as presented. Seconded by Councilmember Rivers. Vote was unanimous, 4-0. Motion carried.

## **8. CONDUCT PUBLIC HEARING ON LOOKOUTS AT THE GROVE PROJECT**

Councilmember Archer made a motion *to recuse* Mayor Cooper from discussions related to the Circle as he is co-owner of two restaurants in the Circle area and his presence could be viewed as a potential conflict of interest. Seconded by Councilmember Batt. Vote was 4-0. Motion carried.

Mayor Pro Tem Navey officiated the meeting while Mayor Cooper was excused and sitting in the back of the boardroom.

Jessica Fiester, Planning Director, reviewed the project for Council and provided these highlights:

- It is a mixed use development in the Circle Development District (CDD) and was reviewed under regulations in Section 6.8
- It is proposed on West Drive between West Bogue Boulevard and West Terminal Boulevard at property addressed 102, 104, 106 West Drive and 105 and 107 West Bogue Boulevard
- On October 20, 2015 the Technical Review Committee unanimously agreed this project was ready for the Planning Board
- On November 4, 2015, the Planning Board unanimously agreed this project was ready for a Council Public Hearing
- Signage posted onsite on October 13, 2015 for public awareness

- Advertised in News Times 12/4 & 12/11
- 45 letters mailed to property owners within 500-feet of project for the Planning Board meeting and for tonight's hearing
- The mixed-use buildings will require sprinklers
- Elevated 6-feet to meet AE-9 Flood Zone
- Driveway access and ingress/egress is compliant & fire department approved
- State redevelopment stormwater permit has been submitted
- Building materials will be Hardie-plank
- An 8-foot sidewalk and 5-foot landscaping strip with street trees is demonstrated and complaint
- Rollout carts will be utilized for waste
- Building is in CDD Sub Area Overlay Zone B. Height maximum is 55-feet.
- 15% open space is demonstrated (2,408 required/3,869 supplied)
- No development will occur in the alley
- All contiguous property is zoned CDD and no buffering is required (Reminder: There are no lot size or coverage requirements in the CDD)
- Per Section 6.8.7 Parking requirements are for one space for every 300 square feet of gross floor area for commercial uses and 1.5 spaces are required per residential unit
- Parking is located both onsite and across the street (wastewater lot/41 spaces).
- Section 6.8.1 Intent/Vision for the CDD states "General public parking facilities are recommended and encouraged in addition to the creation of single use private parking lots." These facilities meet this intent.

Calculations for parking compliance were performed in this manner:

- 7 commercial units @ 403 square feet each = 2821 square feet gross floor area = 9.4 parking spaces
- 22 residential units x 1.5 space per unit = 33
- 10 (round up) + 33 = 43
- 43 spaces are required to fulfill the parking requirements for this project
- This project will add 59 spaces in total

Fred Bunn presented an opportunity for Council and the audience to ask him questions. He mentioned The Realty World staff is here to support him, he encourages them to be involved in the happenings in the town.

Councilmember Archer made a motion *to enter* into the Public Hearing. Seconded by Councilmember Batt. Vote was unanimous, 4-0. Motion carried.

#### **Llewelyn Ramsey, 118 Bowen Street**

Feels this development has been a long time coming. She has worked with Mr. Bunn on many projects. His heart and thoughts are in Atlantic Beach. He is a studier, and studies well before he moves. They have waiting lists for the Bungalows and are already receiving calls for the Lookouts. This area is being cleaned up and built up right.

#### **Craig Griffin, 202 W Atlantic Blvd.**

His house is directly across from the Crabs Claw Restaurant. He and his wife have seen the wonderful developments, including the new restaurant. The change is phenomenal and people are enjoying the Circle again, is coming alive. He is very appreciative and pleased with the direction this project is going.

Councilmember Archer made a motion *to exit and close* the Public Hearing. Seconded by Councilmember Rivers. Vote was unanimous, 4-0. Motion carried.

Councilmember Batt made a motion *to approve* the Lookouts at the Grove project site plan as presented. Seconded by Councilmember Rivers. Vote was unanimous, 4-0. Motion carried.

Mayor Cooper rejoined the meeting.

#### **TOWN MANAGER'S REPORT**

a) Review and Approval of Phase 1 2016 Stormwater Project Bid: \$247,758 by Sunland Builders, Inc. and Budget Amendment

Mr. Walker introduced our new Planner, Michelle Schrieve, to Council. She is a UNCW graduate and wanted to attend tonight's meeting to get a just start on her position. She will assist Jessica in the Planning Department beginning January 4, 2016.

Mr. Walker presented the proposed stormwater project on Charlotte Ave., Durham Ave., Cedar Lane and West Bogue Blvd. and requested approval of a budget amendment for the first two legs of the project. We are ready to proceed and hope to have finished before Memorial Day.

Mayor Pro Tem Navey made a motion *to approve* Phase I – 2016 Stormwater Project as bid by Sunland Builders and corresponding Budget Amendment, for \$247,758. Seconded by Councilmember Batt. Vote was unanimous, 4-0. Motion carried.

#### **MAYOR COUNCIL COMMENTS**

Councilmember Rivers thanked everyone for coming out. Next year will be a big year as many projects that have been underway for several years are seen through.

Councilmember Archer thanked Judge McCullough for administering the oaths. Asked everyone to keep in mind and pray for Jane Briley. Wished everyone a Merry Christmas and have a safe and prosperous new year.

Mayor Pro Tem Navey stated there is a lot going on and it is making Atlantic Beach better and better. He has gotten to know this Board so much more in the past few years and knows they do what we do because they all love this beach.

Councilmember Batt can't believe that 2015 is gone. She gave a thank you to the voters that put all of them back in office for another two years, she is proud to call Atlantic Beach home. Thanked Fred Bunn for his vision and commercial development. She thanked staff and encouraged everyone to visit the new website.

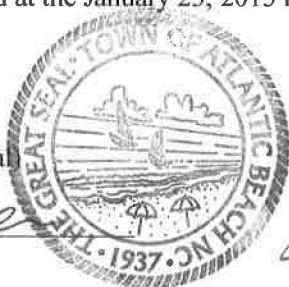
Mayor Cooper agreed it is a joy working with this Council. We are in good hands with David Walker, our Department heads, and all of our staff.

There being no further action taken or business before Council the meeting stood adjourned. The time was 7:13 p.m.

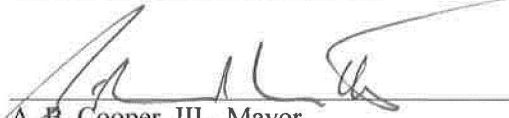
These minutes were approved at the January 25, 2015 meeting of the Atlantic Beach Town Council.

ATTEST:

(seal)  
  
Katrina Tyer - Town Clerk



TOWN OF ATLANTIC BEACH

  
A. B. Cooper, III - Mayor