



Minutes
Town of Atlantic Beach
Town Council and Planning Board Joint Meeting
April 20, 2017

Town Council Members Present

Mayor Trace Cooper
Mayor Pro Tem Danny Navey
Harry Archer
Ann Batt
Eddie Briley
John Rivers

Town Council Members Absent

None

Staff Present

John Harrell, Inspections Director
Megan Hunter- Secretary
Arrington Moore, Management Assistant
Michelle Shreve, Planning Director (via phone)
Derek Taylor, Town Attorney
David Walker, Town Manager

Planning Board Members Present

Neil Chamblee
Llewellyn Ramsey
Rich Johnson
Steve Joyner
Norm Livengood
Rich Porter

Planning Board Members Absent

Curt Winbourne

Others Present

Chad Meadows of CodeWright
Mike Shutak, Carteret News Times Reporter

CALL TO ORDER

Mayor Trace Cooper called the meeting to order at 6:00pm. Planner Michelle Shreve is attending a certification class at UNC School of Government and is participating at the meeting via telephone. Mayor Cooper briefly described the purpose of the joint meeting, which was to review Module Three of the Unified Development Ordinance.

MOTION TO EXCUSE ABSENT PLANNING BOARD MEMBERS

Chairman Chamblee asked the Board to excuse Curt Winbourne due to travel. Joyner made a motion *to excuse* Winbourne. Seconded by Ramsey. Vote was unanimous, 5-0. Motion carried.

Mayor Cooper discussed the lack of attendance and quorum of Board of Adjustment members at the April 17 meeting. He thanked the Planning Board for their willingness to serve as Board of Adjustment alternates and for seeking other citizen volunteers. Appointments will be made at the April 24 Council meeting.

CODEWRIGHT PRESENTATION OF UDO UPDATE – MODULE THREE

In an effort to cover the material and allow more time for discussion, Mr. Chad Meadows has divided Module 3 into Module 3A and Module 3B. Module 3A will be reviewed tonight. Chad reviewed the proposed zoning districts and Principle Use Table again to clarify some of the issues brought up at the last meeting.

Article 18-6 Environment

The environmental standards are now consolidated into a single section. No substantive changes to the stormwater standards (current Section 2.26), but does suggest a minor addition that details the development subject to the standards.

18.6.2 Shoreline Stabilization

This section renames the current Section 2.27 Soil Erosion and Sedimentation standards to Shoreline Stabilization. This section needs further refining to clarify its applicability.

18.6.3 Flood Damage Prevention

The flood damage prevention standards have been revised for greater clarity of language. It carries forward Article 13. Definitions have been relocated to 18-10: Definitions and measurement. Language prohibiting habitation of an accessory structure in a special flood hazard area and standards pertaining to riverine flood-prone areas have been removed. New standards based on the new state model ordinance have been added:

- 18.6.3.C.2.c.i: Initial Certificate – changed from 21 days after construction to before construction
- 18.6.3.C.2.c.iii: Breakaway Wall Certificate – new requirement to provide this certification, if proposed
- 18.6.3.C.5: Variances – removal of variances for historic structures; there are not any
- 18.6.3.D.2.e: Concrete Surfaces – new standards for these kinds of ground coverings aimed at limiting damage during flooding
- 18.6.3.D.5.i: Swimming Pools - Adds standards for pools and spas in coastal high hazard area

Council wants to look into the changes to the concrete surfaces to make sure they are practical and cost effective.

18.7 Subdivisions

This section includes the sub-division related design provisions, as well as standards for performance guarantees. The performance guarantee section has been revised for consistency with state law: amounts capped at 125%; applicant may choose type of guarantee; guarantees may not be used for roadway maintenance; and additional clarity on release and forfeiture procedures. This section also consolidates a wide variety of subdivision related material from throughout the current ordinance to one location, the majority of the material is carried forward with no substantive changes.

Council discussed performance guarantees in detail and wastewater treatment facilities. Attorney Taylor reminded Council the Town does not need to put itself in a position to enforce private contracts.

18.5 Design standards

18.5.1 Property Address Numbers

This section requires homes and habitable structures to display address numbers for emergency service provisions prior to issuance of a Certificate of Occupancy.

18.5.2 Access and Circulation

This section addresses movement of vehicles, pedestrians, and bicycles on development sites (between buildings, parking lots and connection to the sidewalk). This section clarifies the need for sight distance triangles around all access points, not just streets. It re-words the standards for pedestrian facilities for greater clarity with no substantive change.

Council discussed bicycle parking requirements and requirements for businesses to provide.

18.5.6 Refuse Collection Facilities and Mechanical Equipment

This section establishes location and screening standards for these necessary features. The amount of bins should be handled by the waste removal contractor, we do not need regulations for it. Council should focus on screening.

18.5.7 Fences and Walls

This section establishes the location, height, and materials requirements for fences and walls. It simplifies height standards and adds prohibited fencing materials.

18.5.8 Exterior Lighting

This section establishes standards for exterior lighting on individual sites. It provides a new purpose and intent; new prohibited lighting standards; a simple approach to maximum illumination levels, focuses on maximum light level at lot line only instead of minimum, maximum and average for differing kinds of lighting features. It establishes more realistic maximum lighting levels. The same standards are applied in Jacksonville, NC with Progress Energy. As of now, this section does not cover dock lighting or beach lighting, if this is something we want to add.

Proposed Schedule for UDO completion:

Module 3B Presentation	May 9
Planning Board Public Hearing on final Draft	June 6
Town Council Public Hearing on final Draft	June 26
Final Delivery	July 5
Suggested Effective Date	July 17

MAYOR/COUNCIL/PLANNING BOARD COMMENTS

None.

CITIZEN REQUESTS/COMMENTS

None.

ADJOURNMENT

There being no further business Mayor Cooper *closed* the meeting at 7:38 pm.

These minutes were approved at the May 22, 2017 meeting of the Atlantic Beach Town Council.

TOWN OF ATLANTIC BEACH

ATTEST:


Katrina Tyer – Town Clerk


A. B. Cooper, III - Mayor

