



Minutes
Town of Atlantic Beach, North Carolina
Town Council Meeting
Monday, September 25, 2017



The regularly scheduled meeting of the Atlantic Beach Town Council was held Monday, September 25, 2017 at 6:00 p.m. in the Council Meeting Room, 125 West Fort Macon Road, Atlantic Beach, North Carolina.

Members Present: Mayor Pro Tem Danny Navey; Councilmembers: Harry Archer, Ann Batt, Eddie Briley, John Rivers

Members Absent: Mayor A. B. Cooper, III

Others Present: David Walker, Town Manager; Derek Taylor, Town Attorney; Katrina Tyer, Town Clerk; Sabrina Simpson, Administrative Service Director; Michelle Shreve, Planner; Lee Browning, Inspector

Rich Porter and Rich Johnson, Planning Board members; Fred Dean, BOA Alternate; Austin Waters

CALL TO ORDER and PLEDGE OF ALLEGIANCE

Mayor Pro Tem Danny Navey called the meeting to order at 6:00 p.m. Mayor Cooper is out of Town at an industry conference. Mayor Pro Tem Navey led the assembly in the Pledge of Allegiance.

APPROVAL OF AGENDAS

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

4. CONSENT AGENDA

- a) Financial Report
- b) Tax Collection Report
- c) Tax Releases
- d) **Resolution 17-09-01:** Resolution Amending the Municipal Records Retention and Disposition Schedule
- e) Town Council Meeting Minutes: 8/28/17

Mayor Pro Tem Navey reviewed the consent items for the audience.

Councilmember Briley made a motion to approve the Consent Agenda. Seconded by Councilmember Batt. Vote was unanimous, 4-0. Motion carried.

5. CITIZEN REQUESTS/COMMENTS

None

6. Call for a Public Hearing on proposed amendment to Chapter 18, Unified Development Ordinance and Official Zoning Map of the Town of Atlantic Beach on October 23, 2017 at 6:00pm in the Town Boardroom

Michelle explained the Planning Board will conduct a public hearing at their October 3 meeting and their recommendation will be presented to Council at the October 23 meeting.

Councilmember Archer made a motion *to schedule* Public Hearing on proposed amendment to Chapter 18, Unified Development Ordinance and Official Zoning Map of the Town of Atlantic Beach on October 23, 2017 at 6:00pm in the Town Boardroom. Seconded by Councilman Briley. Vote was unanimous, 4-0.

7. Major Site Plan Modification – Lookouts at the Grove

- a) Report of Technical Review Committee
- b) Call for a Public Hearing on proposed Major Site Plan Modification for Lookouts at the Grove on October 23, 2017 at 6:00pm in the Town Boardroom

Michelle stated the request for modification of the major site plan is to change the configuration of ownership of The Lookouts seven mixed-use buildings along West Drive from separate deeded lots to condominium units within a commonly owned deeded lot. The request will not change parking, lighting, density, setbacks, etc.

Michelle and Lee Browning, Inspector, confirmed the proposed plan meets State Building Code and has been approved by the Department of Insurance.

Mr. Bunn answered Council's questions about the HOA and how he is complying with fire codes.

Councilmember Briley made a motion *to schedule* a Public Hearing on proposed Major Site Plan Modification for Lookouts at the Grove on October 23, 2017 at 6:00pm in the Town Boardroom. Seconded by Councilman Rivers. Vote was unanimous, 4-0.

8. Review of Circle Development presented by Fred Bunn, FMB at the Grove LLC

Mr. Bunn presented an update the Circle plans, starting at the stoplight and moving east around the Circle. Fifteen of the twenty-two The Lookout residential/commercial units are completed on West Drive. Across from The Lookouts are plans for three 1000' mixed units with commercial on the first floor and two residential units above. In the center of the Circle there are plans for a 2,500 square foot commercial unit with four residential units above. The hotel developer is recovering from several surgeries and working to reduce the project expenses so the project is on hold. When construction begins, it is still expected to take approximately 18 months to complete. Mr. Bunn is planning to construct a bakery/sandwich shop beside Idle Hour on Atlantic Blvd. The Tackle Box will be redesigned, elevated and shifted to face North, instead of East. He is still trying to decide what to do with the old motel site and the southern end of East Drive, possibly a restaurant or small motel. All of the codes and parking requirements will be met. The proposed buildings will have parking underneath. He has completed seventeen houses on East Bogue. The Bungalows on East Drive are complete.

Mr. Bunn confirmed the Town will have use of pavilion lot, gravel lot and other areas for events and parking next summer.

Councilmember Briley inquired about painting the waste treatment facility. Mr. Bunn would like to see the plain areas in his facility and the Town's water plant area painted in an organized way to increase appearance.

Mr. Bunn submitted the following conceptual drawings/plans for review. These items have been included in the minutes.

East Drive – Circle Point (building sketch)

Site Plan – commercial/residential West Drive across from Lookouts (sketch)

West Drive Elevation (Looking East)

Proposed Bakery and Donut Shop – North Elevation (building sketch)

Tackle Box – North and South Elevation (plans)

Tackle Box – West and East Elevation (plans)

East Atlantic Boulevard (Restaurant) – Looking East (building sketch) Old Summer's End Motel site

9. Report on Boil Water Advisory (issued September 15, 2017)

David Walker, Town Manager, stated Public Works Director Marc Schulze could not be present for tonight's presentation.

Mr. Walker reviewed the improvements the Water Department intends to enact:

- Enhance sampling protocol by having two staff members present instead of one, to allow for an observer
- Reviewing all sampling locations to decrease air borne contamination, such as sewage treatment plants
- Install permanent sampling taps on Town property, providing Town ownership and control
- Increase flushing lines, which will add additional man hours. Installing auto flushing valves.
- Increase residual levels, more disinfectant (chlorine)
- Within 30 days we will complete a system wide assessment with a third-party State Engineer to access the Town's protocol.

The Town and Water Department regret this incident and apologize to the public and businesses.

10. TOWN MANAGER REPORT

None

11. MAYOR/COUNCIL COMMENTS

Councilmember Archer thanked Mr. Walker and the water department staff for handling the water event and their attention to the citizens of Atlantic Beach. Staff jumped right on the problem, resampled, and got them to the labs quickly.

ADJOURN

There being no further action taken or business before Council the meeting stood adjourned. The time was 6:51p.m.

These minutes were approved at the October 23, 2017 meeting of the Atlantic Beach Town Council.

TOWN OF ATLANTIC BEACH

ATTEST:

(seal)


Katrina Tyer - Town Clerk




B. Cooper, III - Mayor