



Minutes
Town of Atlantic Beach
Town Council and Planning Board Joint Meeting
September 4, 2018

Town Council Members Present

Mayor Trace Cooper
Mayor Pro Tem Richard Porter
Harry Archer
Rich Johnson
Danny Navey
Austin Waters

Planning Board Members Present

Neil Chamblee, Chair
Ann Batt
Lynne Brown
Llewellyn Ramsey
Curt Winbourne

Staff Present

Michelle Shreve, Planner
Katrina Tyer, Clerk
David Walker, Town Manager
Nick Krebs, Planner

Town Council Members Absent

None

Planning Board Members Absent

Norm Livengood
Doug McCullough

Others Present

Ron Cullipher, The Cullipher Group
Fred Bunn, Developer
Mike Shutak, Carteret News Times

CALL TO ORDER

Mayor Cooper called the meeting to order at 6:00pm and explained the process of the joint meeting.

APPROVAL OF AGENDA

Councilmember Archer made a motion *to approve* the agenda. Seconded by Mayor Pro Tem Porter. Vote was unanimous, 5-0. Motion carried.

EXCUSE ABSENT COUNCILMEMBER(S) and/or PLANNING BOARD MEMBER(S)

Winbourne made a motion *to excuse* Doug McCullough for travel and Norm Livengood for medical reasons from tonight's meeting. Seconded by Batt. Vote was unanimous, 5-0. Motion carried.

APPROVAL OF MINUTES

Ramsey made a motion *to approve* the August 7, 2018 Planning Board Minutes. Seconded by Batt. Vote was unanimous, 5-0. Motion carried.

Councilmember Navey made a motion *to approve* the June 5, 2018 Joint Council/Planning Board Minutes. Seconded by Councilmember Johnson. Vote was unanimous, 5-0. Motion carried.

MSP-18-06 – THE GROVE OCEANSIDE II – PHASE II

Councilmember Archer made a motion *to recuse* Mayor Cooper and Mayor Pro Tem Porter due to potential conflict of interest with operating businesses at the Circle. Seconded by Councilmember Navey. Vote was unanimous, 4-0. Motion carried. Councilmember Navey then led the meeting.

Staff Presentation

The Grove Oceanside II has always been intended as two phases. Phase 1 was approved in 2014 and two of the seven homes are already constructed. Today we are looking at Phase 2, which includes two buildings on the same parcel. The first is a 1,172 square foot Tackle Box building, located at 107 Atlantic Boulevard, with stairs, deck, wheelchair lift on the west side along the alley, and a courtyard on the eastern side of the building which is surrounded on two sides by walls of the building and the other two sides by fencing. The second building is a 1,225 square foot commercial space with stairs and a handicap ramp. The trash corral behind the commercial building is for use of the single-family homes and the commercial building, the Tackle Box has a trash corral within their courtyard area. The other commercial building does not have a tenant yet, so just the exterior details are shown.

The application was received and considered complete on August 7. Signage was posted on the property and letters were mailed to the 46 surrounding property owners on August 14. Michelle did not receive any written responses to the notices. Notice of Public Hearing published in the Carteret News-Times on August 22 and 29. This notification procedure is required for major site plans.

The updated Master Plan will be submitted before the end of the year updating parking and density. There was additional discussion about parking and Michelle confirmed they provided the required spaces and more than the required open space. Again, this will be provided on the updated Master Plan.

Councilmember Navey recounted the TRC meeting and two attendees that questioned parking and potential noise issues.

Michelle reminded that the fire marshal noted the changed fire code definition of a night club, which requires sprinklers. The developer is aware of this and will design the building accordingly.

Public Hearing

Councilmember Waters made a motion *to open* the public hearing. Seconded by Councilmember Archer. Vote was unanimous, 4-0. Motion carried. The time was 6:22pm.

No comments

Councilmember Archer made a motion *to close* the public hearing. Seconded by Councilmember Waters. Vote was unanimous, 4-0. Motion carried. The time was 6:23pm.

Council and Planning Board Discussion

Based upon discussion and findings by Council and the Planning Board it was determined the proposed Master Site Plan, The Grove Oceanside II – Phase II complies with Town Ordinances. Councilmember Johnson made a motion *to approve* the Site Plan for MSP-18-06: The Grove Oceanside II – Phase II as presented. Seconded by Councilmember Archer. Vote was unanimous, 4-0. Motion was carried. The time was 6:24pm.

Councilmember Archer made a motion *to return* Mayor Cooper and Mayor Pro Tem Porter to the meeting. Seconded by Councilman Johnson. Vote was unanimous, 4-0. Motion carried.

PRELIMINARY DISCUSSION ON STAFF PROPOSED UNIFIED DEVELOPMENT ORDINANCE AMENDMENTS

Michelle reviewed UDO amendments she is reviewing regarding off-street parking requirements for single-family homes, lot filling and grading standards and fixed dimensions for street setbacks rather than based on neighboring structure.

There was open discussion on ways to amend the ordinance regarding setbacks. Ramsey wants to make sure canal side lots are considered when addressing setbacks. Cullipher provided examples he has worked with in other towns. It was the consensus that the setback determination ordinance should be further reviewed and possibly amended.

MAYOR/COUNCIL/PLANNING BOARD COMMENTS


None.

ADJOURNMENT

There being no further business meeting was adjourned. The time was 6:44 pm.

These minutes were approved at the January 8, 2019 Joint Town Council Planning Board meeting.

ATTEST


Katrina Tyer - Town Clerk



TOWN OF ATLANTIC BEACH


A. B. Cooper, III - Mayor