



**Minutes
Town of Atlantic Beach
Planning Board Meeting
August 7, 2018**

**Planning Board Members
Present**

Neil Chamblee
Llewellyn Ramsey
Ann Batt
Lynne Brown
Doug McCullough
Curt Winbourne

**Planning Board Members
Absent**

Norm Livengood

Staff Present

Michelle Shreve, Planning Director
Katrina Tyer, Town Clerk
Haley Moccia, Planning Intern
Nick Krebs, Planner

Others Present

Rich Johnson, Councilmember
Mike Shutak, Carteret County News Times

CALL TO ORDER

Chair Chamblee called the meeting to order at 6:00pm.

EXCUSE ABSENT PLANNING BOARD MEMBER(S)

Winbourne made a motion *to excuse* Norm Livengood from tonight's meeting due to recent surgery. Seconded by Batt. Vote was unanimous, 6-0. Motion carried.

1. REVIEW OF UDO AMENDMENTS, "CLERICAL ERRORS" AND "SUBSTANTIAL CHANGES"

Staff Presentation

Staff separated the proposed amendments into two different charts to ensure that the more important items, called "substantial changes" are not lost among the smaller items, called "clerical errors". Proposed clerical changes include incorrect formatting with hyperlinks, grammatical errors, and spelling errors. The proposed substantial changes include additions, deletions, and clarifications.

Public Hearing

Winbourne made a motion *to open* the public hearing. Seconded by Batt. Vote was unanimous, 6-0. Motion carried. The time was 6:38pm.

No comments

Ramsey made a motion *to close* the public hearing. Seconded by Batt. Vote was unanimous, 6-0. Motion carried. The time was 6:38pm.

Planning Board Discussion and Recommendation

Michelle reviewed each clerical correction with the board. It was the consensus to proceed with the proposed changes.

The board discussed the substantial changes in more detail. Michelle explained requiring a third elevation certificate will ensure construction is correct before the final inspection. It will also help the Town increase the flood rating and decrease premiums.

After discussion, it was agreed that Item #5 Table 18.10.2.E, page 10-9 regarding additional encroachment for uncovered front porch steps should be allowed should be removed from the proposed amendments. Also, with intentions to construct a new town hall, Item #8 should be amended to include major governmental complex.

Ramsey made a motion *to amend* by adding "or is considered to be the use type, Government facility, major". Seconded by Batt. Vote was unanimous, 6-0. Motion carried.

There was discussion on the definition and intention of street setbacks.

Ramsey made a motion *to table* Item #5 on the Substantial Changes chart, "Table 18.10.2.E, page 10-9 regarding additional encroachment for uncovered front porch steps should be allowed" and *to amend* Item #8 on the Substantial Changes chart, Section 18.2.4.R.3.b., page 20-41 by deleting "or serves the health, safety, and welfare of the general

public” and adding “or is considered to be the use type, “Government facility, major” to the proposed language and *to approve* all of the other Substantial Changes listed in the Table of Amendments. Seconded by McCullough. Vote was unanimous, 6-0. Motion carried.

The Town Council will review the proposed changes at their August 27, 2018 meeting.

2. CAMA CORE LAND USE PLAN AMENDMENTS

Staff Presentation

Michelle explained the proposed amendments are to update the nomenclature, dimensional standards, etc., and not to affect the policies established in the Land Use Plan. The proposed amendments have been approved by CAMA District Planner as amendments. After the scheduled July 23 public hearing, which no comments were received, Council desired additional review by Planning Board before approving the amendments. Assuming that Council approves the amendments at their August 27 meeting, the Coastal Resources Commission will review for adoption at their November 2018 meeting.

Planning Board Discussion and Recommendation

The board reviewed the proposed amendments page by page and discussed the amendments in detail.

Winbourne made a motion *to recommend* the CAMA Core Land Use Plan Amendments to Town Council for approval. Seconded by McCullough. Vote was unanimous, 6-0. Motion carried.

OTHER BUSINESS

None.

ADJOURNMENT

There being no further business Chairman Chamblee adjourned the meeting. The time was 6:56pm.


September 4, 2018

These minutes were approved at the ~~October 2, 2018~~ Joint Town Council Planning Board meeting.

ATTEST:


Katrina Tyer, Town Clerk

TOWN OF ATLANTIC BEACH


Neil Chamblee, Chairman