



**PLANNING BOARD
REGULAR MEETING AGENDA
Tuesday, July 11, 2023 at 6:00pm
Town Boardroom – 125 West Fort Macon Road**

- 1. CALL TO ORDER**
- 2. EXCUSE ABSENT BOARDMEMBER(S) IF NECESSARY**
- 3. APPROVAL OF AGENDA**
- 4. REVIEW AND APPROVAL OF MEETING MINUTES**
 - a) April 4, 2023 Special Meeting
 - b) April 4, 2023 Regular Meeting
 - c) May 2, 2023 Regular Meeting
- 5. NEW BUSINESS**
 - a) ZTA-23-2 - Causeway Small Area Plan/Commercial Corridor (COR) Text Amendments: The Town engaged YARD & Company in June 2022 to develop a small area plan for the Causeway/Commercial Corridor (COR) zoning district. The plan has been finalized, and based on the public input received, several ordinance amendments are being presented for review and consideration.
 - 1) Staff Presentation
 - 2) Public Hearing
 - 3) Planning Board Discussion and Recommendation
- 6. PLANNING BOARD/STAFF COMMENTS**
- 7. ADJOURNMENT**



MINUTES
Town of Atlantic Beach, North Carolina
Planning Board Special Meeting
125 W Fort Macon Road and
Tuesday, April 4, 2023



The special meeting of the Atlantic Beach Planning Board was held Tuesday, April 4, 2023 at 5:30p.m. in the Town Boardroom, 125 West Fort Macon Road, Atlantic Beach, North Carolina.

Members Present

Neil Chamblee, Chair
Phillip Hursey
David Johnson
Phil Jones
Sharron Wilson
Curt Winbourne

Members Absent

Llewellyn Ramsey

Others Present

Jennifer Ansell, Planner
Elisabeth Webster, Planner
Katrina Tyer, Clerk

CALL TO ORDER

Chairman Chamblee called the meeting to order at 5:39pm.

EXCUSE ABSENT BOARD MEMBERS

Wilson made a motion *to excuse* Llewellyn Ramsey due to medical reasons. Seconded by Johnson. Vote was unanimous, 6-0. Motion carried.

BOARD TRAINING

Staff provided an overview of the types of applications the Planning Board is responsible for reviewing and the options available to the Board when providing recommendations.

The board had questions about their options when making decisions and tabling items for more information. Staff discussed timelines for approval and their requirements for the Staff Report.

The board agreed to follow Council meeting procedures by allowing the Chairman to open and close the public hearings and to adjourn the meeting without a vote.

ADJOURN

There being no further action taken or business before the Board the meeting stood adjourned. The time was 5:59pm.

These minutes were approved at the July 11, 2023 meeting of the Atlantic Beach Planning Board.

TOWN OF ATLANTIC BEACH

ATTEST:

Neil Chamblee, Chairman

Katrina Tyer - Town Clerk



MINUTES
Town of Atlantic Beach, North Carolina
Planning Board Meeting
125 W Fort Macon Road and
Tuesday, April 4, 2023



The regularly scheduled meeting of the Atlantic Beach Planning Board was held Tuesday, April 4, 2023 at 6:00p.m. in the Town Boardroom, 125 West Fort Macon Road, Atlantic Beach, North Carolina.

Members Present

Neil Chamblee, Chair
Phillip Hursey
David Johnson
Phil Jones
Sharron Wilson
Curt Winbourne

Members Absent

Llewellyn Ramsey

Others Present

Jennifer Ansell, Planner
Elisabeth Webster, Planner
Katrina Tyer, Clerk
Casey Arthur, Fire Marshal
Ron Cullipher, Engineer

CALL TO ORDER

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

EXCUSE ABSENT BOARDMEMBERS

Wilson made a motion *to excuse* Llewellyn Ramsey due to medical reasons. Seconded by Johnson. Vote was unanimous, 6-0. Motion carried.

APPROVAL OF FEBRUARY 20, 2023 PLANNING BOARD MINUTES

Winbourne made a motion *to approve* the February 20, 2023 Planning Board minutes. Seconded by Johnson. Vote was unanimous, 6-0. Motion carried.

MSP-22-3 115 WEST FORT MACON ROAD REDEVELOPMENT

Staff Presentation

Atlantic Beach BTS/Sandal Factory applied for a Major Site Plan for the construction of a 6,156-square-foot retail store at 115 West Fort Macon Road, the former Hi-Lites site, which is currently comprised of two parcels. The redevelopment of the site includes the addition of a 5-foot sidewalk along West Fort Macon Road, 21 on-site parking spaces, two loading spaces, and five trees planted along the street front. The project proposes 15% open space and 35.7% impervious surface.

Major Site Plan approval is required for any nonresidential development within the Commercial Circle (CIR) zoning district.

Section 18.2.4, Specific Review Procedures, of the Unified Development Ordinance requires the Planning Board to review the application during a public meeting in accordance with Section 18.2.4.P.6, Site Plan Review Standards and either recommend approval of the major site plan as proposed to the Town Council; or remand the major site plan to TRC.

Section 18.2.4.P.6, Site Plan Review Standards requires that a site plan shall be approved if the application complies with all standards or conditions of any prior applicable permits and development approvals; and all applicable requirements of this Ordinance, the Town Code of Ordinances, and State and federal laws.

Casey Arthur, Deputy Fire Chief and Fire Marshal spoke to the board about the fire department's safety and line of sight concerns. He stated the structure as designed will block staff's view of oncoming traffic from the east as they leave the fire department for calls. He thinks the design of the building is aesthetically pleasing but will cause unnecessary safety issues. He displayed renderings showing how the view would be obstructed as the fire trucks leave the station and proceed down the ramp. Possible solutions are adding a flashing light in front of the station on Fort Macon Road to alert when the fire department is departing or adjusting the location of the building on the property. He understands this will cause an issue for the developer and possibly a lot of money, but they consider this a life-saving issue. He understands he is arguing against the design of the project even though it meets the fire code and UDO requirements.

Planning Board discussion and recommendation

Chamblee asked about the current traffic pattern and Arthur stated currently drivers can see them coming down the ramp and halt, by the time they get their vehicle to the end of the ramp drivers have stopped. He understands this open view has been a luxury they have enjoyed for over a year and pointed out that the proposed construction does not have any windows on the western side so there will be no way to look through the building.

Staff has not discussed the possibility of a flashing light on Fort Macon Road with DOT recently, but when it was discussed before, DOT did not support it being so close to the main intersection, The Town would have to bear the cost. Chamblee wants Arthur to investigate the cost of installing the light and how long it will take for DOT approval.

Chamblee asked Ron Cullipher if there was any way to make this project meet the fire department's needs. He understands the project is compliant with the UDO. Cullipher offered to speak with the owner and the architect and ask if they can cut more off the corner. The building is currently set 30 feet from the road, if 30 feet is not enough, what is? He needs a number that will satisfy the fire department and the board to present his client. He looked into flipping the building so the large section is on the eastern side, but it was too difficult to make it work. He feels traffic can see a fire truck coming in the 30 feet they have from the street to the building. He expressed the expense this was going to cost the owner and stated he would not ask them to pay for the flashing light. He feels 30 feet is more than most towns are given.

Chamblee wants to make sure there are no other areas in the Circle District that would have these same issues so that we would need to amend the UDO. Staff feels it is an isolated location because of where the lot is in relation to the Fire Department.

Winbourne feels this meets the UDO requirements but has concerns over safety. He would like staff to investigate the requirements for a flashing traffic light but does not think it is fair to hold the applicant up since they meet the UDO requirements.

The board discussed tabling the item giving staff to investigate the flashing light and then bringing it back to the planning board next month or sending it back to the TRC for further review. They do not want to do a disservice to the fire department if there is another option.

Cullipher stated again, he will approach his client about moving the building back but there needs to be a setback number that they are expected to meet.

Johnson understands the concerns they do not have a legal basis to deny the project. Wilson asked if anything could be done due to this being a life-saving issue and asked if the town attorney could look at it to determine if there was an exception for a Fire Dept. Staff stated they have not reached out to the town attorney.

Cullipher urged the board to approve the project with conditions, so the developer does not have a delay in time and lose another 30 days, let the Council decide. In the meantime, he will go back to clients and see if they will amend the building layout and move square footage to the back of the building. He feels comfortable that he can work with Arthur on a solution.

Arthur stated again, he is here to plead in person for a compromise, this request is not in the state fire code or UDO.

Winbourne made a motion *to recommend* Major Site Plan 23-3 located at 115 West Fort Macon Road as proposed to Council with the conditions that staff pursues information on the flashing traffic light and Cullipher works with the owner and the fire department to reconfigure the building layout and to eliminate frivolous tree planting that would affect visibility. Seconded by Wilson. Vote was unanimous, 6-0. Motion carried. Winbourne expressed the board's concerns with the current design and the effect it will have on lifesaving.

RESOLUTION OF SUPPORT

The Town desires to upgrade the existing boardwalk with a raised boardwalk, and upgrade the bathhouse, parking, and public areas. A schematic design has been completed that describes a three-phased approach to significantly improve the existing Circle Public Beach access, Phase I encompasses the construction of the new upper and lower boardwalks, shade structures, plantings, seating, and lighting, connecting walkways to Atlantic Boulevard and installation of infrastructure needed for future phases. The Town is applying for a Parks and Recreation Trust Fund Grant (PARTF) which offers a dollar-for-dollar matching opportunity. A resolution has been prepared in support of the application to fund Phase I of the Boardwalk project.

Wilson made a motion *to approve* PB Resolution 23-04-01: Resolution Supporting the Town of Atlantic Beach's Grant Application to the Parks and Recreation Trust Fund for Phase I of the Atlantic Beach Boardwalk Renovation Project. Seconded by Jones. Vote was unanimous, 6-0. Motion carried.

Wilson told the Board staff is conducting a public meeting at the Circle on April 13 for public input related to the grant application.

BOARD/STAFF COMMENTS

None.

ADJOURN

There being no further action taken or business before the Board the meeting stood adjourned. The time was 7:04pm.

These minutes were approved at the July 11, 2023 meeting of the TOWN OF ATLANTIC BEACH Planning Board.

ATTEST:

Neil Chamblee, Chairman

Katrina Tyer - Town Clerk



MINUTES
Town of Atlantic Beach, North Carolina
Planning Board Meeting
125 W Fort Macon Road and
Tuesday, May 2, 2023



The regularly scheduled meeting of the Atlantic Beach Planning Board was held Tuesday, May 2, 2023 at 6:00p.m. in the Town Boardroom, 125 West Fort Macon Road, Atlantic Beach, North Carolina.

Members Present

Neil Chamblee, Chair
Phillip Hursey
David Johnson
Phil Jones
Llewellyn Ramsey
Sharron Wilson
Curt Winbourne

Members Absent

Others Present

Jennifer Ansell, Planner
Katrina Tyer, Clerk
Mike Simpson, Fire Chief
Casey Arthur, Fire Marshal
Ron Cullipher, Engineer

CALL TO ORDER

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

EXCUSE ABSENT BOARD MEMBERS

None.

MSP-22-3 115 WEST FORT MACON ROAD REDEVELOPMENT

A Major Site Plan Phase II proposal by Atlantic Beach BTS/Sandal Factory for the redevelopment of the former Hi-Lites site located at 115 West Fort Macon Road. The plan proposes the construction of a 6,156-square-foot retail store.

Staff Presentation

At the April meeting, the Planning Board recommended approval of the major site plan with the condition that staff pursues information on the flashing traffic light and that Mr. Cullipher works with the owner and the fire department to reconfigure the building layout and to eliminate frivolous tree planting that would affect visibility. Mr. Cullipher went to his clients and worked with the fire department and made changes to the site plan and building elevations to address the Fire Department's concerns regarding preserving the line of sight to the intersection from Town Hall. The additional six-foot front setback, landscaping, and location of the windows on the alley side of the building then required a variance. On April 25, 2023, The Board of Adjustment unanimously approved a Variance to allow an increase in the required maximum 15' front setback (now a 21-foot front setback), a reduction in the building fenestration requirements on the south elevation, and an exemption from the required street plantings.

Chamblee asked Fire Chief Simpson if these changes satisfied the Fire Department's needs regarding access and street visibility. Chief Simpson stated this design allows clear lines of sight for fire apparatus and oncoming traffic. Mr. Cullipher has addressed their needs and they are very pleased. Mr. Cullipher noted this was a good-faith compromise from the applicant.

Hursey would like to see some trees planted, he thinks it is a disservice to the Town not requiring trees to be planted for new developments. Cullipher explained the only place to plant would be in the alley. They intend to plant shrubs, not trees.

Planning Board Discussion & Recommendation

Winbourne made a motion *to approve* Major Site Plan MSP-22-3 for 115 West Fort Macon Road as drawn and shown on the Amended Site Plan. Seconded by Johnson. Vote was 6-1 with Hursey opposing. Motion carried.

BOARD/STAFF COMMENTS

Staff has received a draft of the proposed UDO amendments for the Commercial Corridor Plan and will introduce them to the board at a joint meeting with Council scheduled for June 6, 2023.

ADJOURN

There being no further action taken or business before the Board the meeting stood adjourned. The time was 6:13pm.

These minutes were approved at the July 11, 2023 meeting of the Atlantic Beach Planning Board.

TOWN OF ATLANTIC BEACH

ATTEST:

Neil Chamblee, Chairman

Katrina Tyer - Town Clerk



PLANNING & INSPECTIONS DEPARTMENT

Post Office Box 10, Atlantic Beach, NC 28512

(252) 726-4456

Fax (252) 726-7043

Jennifer H. Ansell

planner2@atlanticbeach-nc.com

Memorandum

To: Planning Board
From: Jennifer H. Ansell, Planning and Development Director
Date: July 11, 2023
Subject: ZTA-23-2: Causeway Small Area Plan/Commercial Corridor (COR)
Text and Map Amendments

Overview: The Town engaged YARD & Company in June 2022 to develop a small area plan for the Causeway/Commercial Corridor (COR) zoning district. Public input on the plan was solicited in August 2022 through conducting open “office hours” at Town Hall, mobile engagement through charrettes at various locations throughout town, and a presentation of their findings at Crystal Coast Brewing Company. An online survey was also conducted with comments collected through September 2022; 562 responses were received.

The plan has been finalized, and based on the public input received, several ordinance amendments related to the Commercial Corridor (COR) zoning district are being presented for review and consideration.

Additionally, comments received at the June 6, 2023 joint meeting have been [incorporated](#) for review.

Action Needed: During a public meeting, the Planning Board shall review the application and make a recommendation in accordance with Section 18.2.4., W. Text Amendment Review Standards, and Y., Zoning Map Amendment Review Standards. The Planning Board shall comment on whether or not the text amendment is consistent with the Town's adopted policy guidance, including any plan adopted according to G.S. 160D-501.

- 1) Conduct a Public Hearing;
- 2) Discussion of the proposed ordinance and map amendments; and
- 3) Recommendation to include a Statement of Consistency.

Attachments

Proposed Text and Map Amendments

Planning Board Statement of Consistency

Public Hearing Notices/Certifications

18.3.5. Commercial Districts

D. Commercial Corridor (COR).

Commercial Corridor (COR)		1. Purpose The COR district is established to accommodate a diverse range of commercial uses serving both residents and tourists. Land zoned COR is generally located at street intersections and along major roadway corridors, including the causeway from the mainland. Development in the COR district shall take place only in accordance with the standards in this table and other relevant standards of this Ordinance.			
		2. Dimensional Standards			
Ref #	Standard	Requirement [1] COR-1	COR-2	COR-3	COR-4
A	Minimum Lot Area - Per Single-Family Unit (square feet)	6,000 None			
	Maximum Residential Density - Single-Family (units/acre)	7 None			
B	Minimum Lot Area - Per Multi-Family Unit (in developments of four or less units) (square feet)	3,600 None			
	Maximum Residential Density - Multi-Family (in developments of four or less units) (units/acre)	12 [2] None			
C	Minimum Lot Area - Per Multi-Family Unit (in developments of five or more units) (square feet)	2,500			
	Maximum Residential Density - Multi-Family (in developments of five or more units)	17			
D	Minimum Lot Area - All Other Uses (square feet)	None			
E	Minimum Lot Width (feet)	60			
F	Minimum Street Frontage (linear feet)	25 [3] 16 [1]			
G	Minimum Lot Depth (feet)	100			
H	Minimum Street Setback (feet)	10 16 Minimum 6 ft sidewalk and 6 ft planting zone Minimum of 60% of building frontage (ie not lot frontage) must be at or within front setback unless	None Minimum 6 ft sidewalk and 6 ft planting zone Minimum of 60% of building frontage (ie not lot frontage)	None Minimum 10 ft sidewalk and 5 ft Planting zone Minimum of 80% of building frontage (ie-not lot frontage) must be at or within front setback unless	None Minimum 15 ft sidewalk and 5 ft planting zone Minimum of 90% of building frontage (ie not lot frontage) must be at or within

		otherwise established	must be at or within front setback unless otherwise established	otherwise established	front setback unless otherwise established
I	Minimum Side Setback from Residential (feet)	10 [4] 0 5 feet when adjacent to a ground floor of a differing general use category within COR 10 ft when adjacent to a different zone (outside of COR) [2]			
J	Minimum Side Setback from Nonresidential or Mixed Use (feet)	0 [4]			
K	Minimum Rear Setback (feet)	10 ft from adjoining property 3 ft from adjoining alley 20 ft from adjoining shared drive 0 ft from urban waterfront			
L	Minimum Spacing Between Buildings in the same Development (feet)	0 [53]			
M	Maximum Height (feet) Building Footprint	Maximum of 75% of the lot	Maximum of 80% of the lot	Maximum of 90% of the lot	Maximum of 100% of the lot
N	Maximum Number of Stories	3 2 within 50 ft of adjacent zoning district (outside COR)	3 2 within 50 ft of adjacent zoning district (outside COR)	4 2 within 50 ft of adjacent zoning district (outside COR)	5 3 within 50 ft of adjacent zoning district (outside COR)
	Maximum 1st Occupiable Floor Height (feet)	12	16	16	16

	Building Entrances	<p>Minimum 20% transparency for at-grade story and 30% for occupiable stories above</p> <p>Ground-floor entry minimum 18 inches above sidewalk grade</p>	50% ground-floor transparency	75% ground-floor transparency	50% ground-floor transparency
	Water Access [4]	Minimum of visual connection per zoning map	Minimum of visual connection per zoning map	Water access required per zoning map	Water access required per zoning map
[1] In cases where a multi-family development is on two or more separate lots, the frontage standard applies to the entire development.					
[2] Unless compatible scale, setback and use to adjacent property can be demonstrated.					
[3] Maximum spacing between principal buildings within the same development shall be ten (10) feet.					
[4] Visual connection is achieved when a person standing in the public right-of-way is able to see the water without obstruction.					

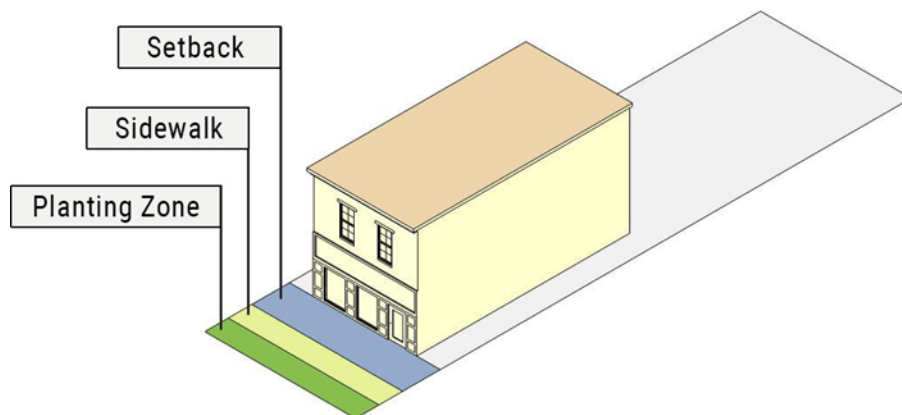


Illustration of Minimum Street Setback (H)

3. District-Specific Standards.

- a. **Indoor Operation.** With the exception of marinas, or outdoor seating and outdoor activity areas associated with a restaurant ~~or bar, or sidewalk markets, produce stands, sales and equipment rentals,~~ all activities taking place within the COR district shall be conducted completely within an enclosed building.
- b. **Built to the Sidewalk.** Development in the COR shall be located at the edge of the sidewalk or the street, with off-street parking to the side or rear of the building, to the maximum extent practicable.
- c. **Entrances.**
 - i. Buildings shall maintain a primary entrance door facing a sidewalk. Entrances at building corners may be used to satisfy this requirement.
 - ii. Entrances may serve a single establishment or be shared among multiple establishments.
 - iii. Up to 25% of transparency requirements may be satisfied through the use of public art.

STANDARD	COR-1	COR-2	COR-3	COR-4
Entrance Requirements	Ground-floor entry minimum 18 inches above sidewalk grade or flood elevation requirement, whichever is greater. Minimum 20% transparency for ground-floor story and 30% for occupiable stories above.	50% ground-floor transparency required.	75% ground-floor transparency required.	50% ground-floor transparency required.

d. Frontage Types

- i. Sidewalk sales and markets are allowable but may require an additional permit to operate.
- ii. No outdoor storage permitted in the frontage zone.

STANDARD	COR-1	COR-2	COR-3	COR-4
Permitted frontage types	Gardens, patios, courtyards, porches, stoops, balconies	Storefronts, outdoor dining patios, outdoor sales/markets, lobbies, landscape/green	Storefronts, walk-up windows, sidewalk dining (minimum 6 foot sidewalk clearance), patios, porticoes,	Storefronts, walk-up windows, sidewalk dining (minimum 6 foot sidewalk clearance), patios, porticoes,

		infrastructure, plazas, pedestrian malls, boardwalks	balconies, lobbies, stoops	balconies, lobbies
--	--	--	-------------------------------	--------------------

e. **Fences and Walls.**

- i. Chain link and vinyl fencing not permitted.
- ii. Low enclosures (fence and walls) shall not be higher than 4 feet.
- iii. Taller enclosures (fences and walls) may be up to 6 feet in height with the top 2 feet at least 50% or more clear.
- iv. Yards and other public-facing outdoor space to be delineated with low fence or wall.

STANDARD	COR-1	COR-2	COR-3	COR-4
Fence and Wall Requirements	Screen enclosed parking with walls, open lattice or slats and landscape, all other off-street parking with low walls, fence, or landscape. Yards and other public-facing outdoor space to be delineated with low fence or wall.	Screen off-street, non-shared parking areas from public rights-of-way and abutting lots with low wall or fence.	Screen enclosed parking with walls, open lattice or slats and landscape. Screen off-street, non-shared parking areas from public rights-of-way and abutting lots with low wall or fence.	Screen enclosed parking with walls, open lattice or slats and landscape. Screen off-street, non-shared parking areas from public rights-of-way and abutting lots with low wall or fence.

f. **Sidewalks.** Sidewalks are be required for all new construction and redevelopment projects, and shall be:

- i. A minimum of six (6) feet in width or matching existing sidewalk widths on adjacent lots (if existing sidewalk is present and wider than six (6) feet);
- ii. Constructed of concrete or pavers, or a different material or configuration, if required by DOT;
- iii. Located between the building frontage and any required landscaping materials along the street; and
- iv. Supplemented with an improved pedestrian way from the sidewalk to the entry of all buildings.

g. **Exterior Materials**

- i. Vinyl, prefabricated metal and EFIS shall not be used on facades facing or viewable from the public rights-of-way. A variance from this section may be requested during the concept phase of Major Site Plan review.

h. Exterior Lighting

- i. Pedestrian scaled lighting is required except where otherwise stated.

i. Signage

- i. Pedestrian scaled signage is required except where otherwise stated.
- ii. One monument or multi-tenant sign is permitted per site within COR-2 districts.
- iii. No temporary signage (flags/banners/sandwich board signs) is allowed.
- iv. All signage within the COR district shall comply with the standards in Section 18.5.10, Signage.

j. Off-Street Parking Standards in the COR District

The purpose of this section is to ensure that adequate and well-designed parking is provided for development in the COR district. Unless specifically referenced, all parking within the COR shall follow the standards in this section.

i. General Requirements

- a). Parking spaces shall be provided at a minimum ratio of four spaces per thousand square feet of gross floor area for retail, bar, or restaurant uses.
- b). Parking spaces shall be provided at a minimum ratio of two spaces per thousand square feet of gross floor area for office or commercial uses.
- c). A maximum of one parking space per bedroom shall be provided per residential dwelling unit or hotel room.
- d). Square footage for outdoor, open air, or amusement facilities (miniature golf and other similar uses) shall be one space per each 300 square feet of land area amount being utilized by the individual uses.
- e). Amphitheaters, playgrounds, tot lots or similar courtyard facilities designed as part of public open space shall be exempt from parking requirements.
- f). Compact car and golf cart parking may account for up to 15 percent of the off-street parking requirement.
- g). Bicycle and scooter parking may account for up to 15 percent of the off-street parking requirement.
- h). Parking requirements within the COR district may be furnished by on-site facilities, off-site facilities, or a combination of both. Public parking facilities serving multiple tenants or uses are recommended and encouraged in addition to the creation of single-use, private parking lots.
 - a. On-street parking may account for up to 15% of parking requirement.
 - b. Parking located within the State of North Carolina right-of-way may require an encroachment agreement with the North Carolina Department of Transportation (NCDOT).

- i). No parking credit will be provided for any spaces that encroach partially or wholly into setbacks, water access corridors, or into the sidewalks or planting zones located within the public rights-of-way.
- ii. On-site Facilities
 - a). On-site facilities consist of parking spaces on the same parcel as the use (residence, business, or otherwise) for which the parking is required.
 - b). On-site facilities may be reserved for the private use of such residences, businesses or other establishments.
- iii. Off-site Facilities
 - a). If the parking space requirements of this section cannot be provided on-site, or are desired to be located elsewhere, such spaces may be provided in an off-site facility anywhere within the COR district.
 - b). The off-site facilities described in this section may also be located anywhere in the COR district. However, no off-site facilities may be reserved for private use by any one or a combination of the residences, businesses, or other establishments for which the parking is required.
 - c). All off-site facilities shall be held open as public, general-use facilities.
 - d). All off-site facilities will be available to all visitors of the area in addition to serving the specific use in the COR district for which the spaces were installed.
 - e). Spaces within a pre-existing general use facility shall not be used to meet the parking requirements for new construction unless it can be shown that the number of spaces within the facility exceeds the total number of spaces required for the structures and uses it was originally designed for.

iv. Parking Allocation

STANDARD	COR-1	COR-2	COR-3	COR-4
Parking Allocation Requirements	Up to 100% of non-residential parking must be located within 500 feet of the site.	Up to 100% of non-residential parking must be located within 500 feet of the site.	Up to 100% of non-residential parking must be located within 1,000 feet of the site.	Up to 100% of non-residential parking must be located within 1,500 feet of the site.

	A minimum of 80% of residential parking must be located on site, the rest within 300 feet of the site.	A minimum of 80% of residential parking must be located on site, the rest within 300 feet of the site.	A minimum of 50% of residential parking must be located on site, the rest within 300 feet of the site.	A minimum of 50% of residential parking must be located on site, the rest within 300 feet of the site.
--	--	--	--	--

v. Paid Parking

The provisions of this section shall not preclude the use or establishment of pay facilities or valet parking as long as the intent of open, general parking is maintained.

vi. Provisions for Shared Parking

- a). Certain developments and businesses may be permitted to make joint use of a maximum of 50 percent of the required parking spaces provided the peak hours of attendance of one use are different from the peak hours of attendance of the second use. If uses that are utilizing shared parking change to where the hours of peak operation are the same, the total number of parking spaces for each use shall be installed to meet the standards set forth in this section.
- b). Up to 30 percent of required, unreserved spaces shall be shared in projects with more than one use category on-site or for projects utilizing off-site parking where the off-site parking is shared with a use category that does not have a conflicting peak utilization period.
- c). The Town may review and grant requests for special approval for parking in situations where a principal use has an accessory use on the same site and where it is logical that many of the patrons of the secondary use will simultaneously be patrons of the principal use. Examples of such uses may include, but are not limited to, a hotel with a restaurant, a hotel with a spa, a health club with a salon or other such compatible uses.
- d). Requests for shared parking under this section shall be submitted in connection with an applicant's site plan and is subject to Town approval.

vii. Parking Lot Design

STANDARD	COR-1	COR-2	COR-3	COR-4
Parking Lot Design Requirements	Off-street parking must be to the side or rear of buildings.	Off-street parking must be designed to allow a clear and navigable walking path (minimum 6 feet wide) between the sidewalk and front doors of all buildings.	Off-street parking must be to the side or rear of buildings.	Off-street parking must be to the rear of, or fully enclosed within buildings.

- a). The location and dimensions of all parking facilities shall be provided as part of the major site plan required for development in the COR district.
- b). All off-street parking lots including exits, entrances, drives, and parking areas shall be separated from walkways, sidewalks, and streets by curbing or other suitable protective device to prevent vehicles from encroaching into these areas.
- c). Parking lots shall provide vehicular connections to adjacent parking lots except in cases of substantial topographic differences between sites. Parking lots providing vehicular connections to adjacent parking lots may reduce the minimum number of required parking spaces by 10 percent.
- d). Parking lots shall comply with the standards in Section 18.5.3.D, Parking Lot Design.

viii. **Parking Space Dimensions**

Each parking space shall comply with the minimum dimensions in Section 18.5.3.D.5, Dimensional Standards for Parking Spaces.

ix. **Handicap Parking Requirements**

Handicap parking spaces are required for all uses, except single-family detached dwellings, and shall meet the criteria in Section 18.5.3.D.7, Handicapped Accessibility.

j. Use Requirements

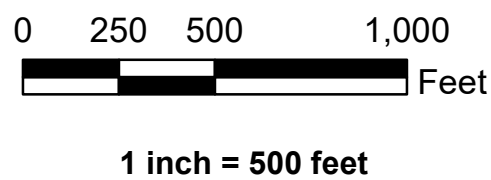
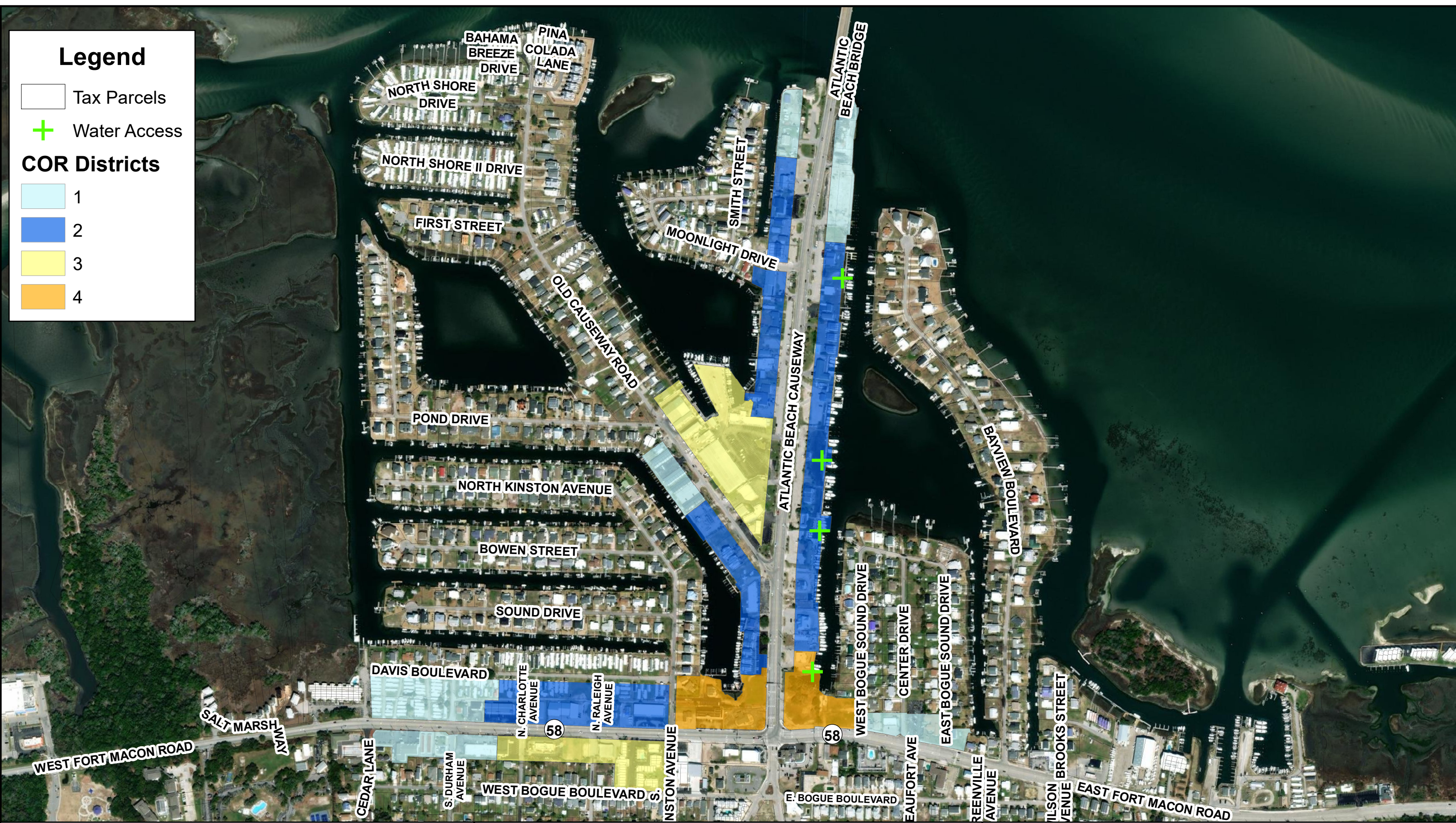
STANDARD	COR-1	COR-2	COR-3	COR-4
Use Categories Allowed	Residential, Lodging, Retail (maximum 2,000 square feet or no more than 20% of ground floor uses, whichever is greater)	<p>General retail/commercial/office/service/light manufacturing for minimum of 60% of all ground floor building area.</p> <p>The following uses are permitted on upper floors:</p> <ul style="list-style-type: none"> » Lodging » Office » Residential » Professional Service 	<p>The following uses are required within 60 feet of street intersections and for 70% of total ground floor area:</p> <ul style="list-style-type: none"> » Ground Floor <p>Retail</p> <ul style="list-style-type: none"> » Restaurant/Café » Gym » Galleries » Artisan Shops <p>The following uses are permitted on upper floors:</p> <ul style="list-style-type: none"> » Lodging » Office » Residential » Professional Service <p>The following uses are permitted on rooftops:</p> <ul style="list-style-type: none"> » Restaurants » Bars » Outdoor Leisure Uses/Amenity Space <p>The following uses are not permitted for more than 50% of ground floor area:</p> <ul style="list-style-type: none"> » Office » Professional Services 	<p>The following uses are required at corners and for 90% of total ground floor area:</p> <ul style="list-style-type: none"> » Ground Floor <p>Restaurant</p> <ul style="list-style-type: none"> » Café » Bar » Galleries » Entertainment Venue <p>A mix of the following uses are permitted on upper floors:</p> <ul style="list-style-type: none"> » Office » Professional Service » Gym » Parking (screened) » Residential » Lodging » Restaurants » Bars » Lounges » Conference/Meeting Spaces <p>The following uses are permitted on rooftops:</p> <ul style="list-style-type: none"> » Restaurants » Bars » Outdoor Leisure Uses/Amenity Space

18.5.3. OFF-STREET PARKING AND LOADING

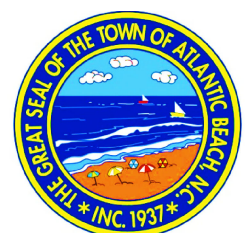
B. APPLICABILITY

5. COR District

Development located in the COR district shall comply with the applicable parking standards in Section 18.3.5.D, District-Specific Standards, in addition to these standards. In cases where the standards conflict, the COR district standards shall control.



Town of Atlantic Beach Proposed COR Districts



**Town of
Atlantic Beach**

July 2023

PLANNING BOARD STATEMENT OF CONSISTENCY

ZTA-23-2: Causeway Small Area Plan/Commercial Corridor (COR) Text and Map Amendments

This Statement of Consistency is hereby adopted in accordance with NC G.S. 160D-604 for the proposed text amendments to Article 18 of the Unified Development Ordinance (UDO) and zoning map amendments the official zoning map of the Town of Atlantic Beach.

WHEREAS, the Planning Board met on July 11, 2023 to discuss the appropriateness of amending the ordinance at issue and made the following findings and conclusions: These amendments are consistent with the Town of Atlantic Beach CAMA Core Land Use Plan, hereinafter referred to as the Plan;

WHEREAS These amendments are consistent with the Plan because they support Goal 1, to Protect Community Character and the Town's identity as a small, family-oriented beach community, and, Goal 2, Causeway Redevelopment, to prepare a Small Area Plan and create new land use categories; and

On the basis of foregoing findings, conclusions, and reasoning the Town of Atlantic Beach Planning Board does hereby approve the proposed text and map amendments as proper, consistent with the most recently adopted CAMA Core Land Use Plan, and with the other plans of the Town; that the amendments are reasonable in scope and approach pursuant to such plans; and are in the public interest.

This the 11th day of July 2023.

Neil Chamblee, Chairman

Katrina Tyer, Planning Board Secretary



PLANNING BOARD NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Atlantic Beach Planning Board will hold a public hearing on **Tuesday, July 11, 2023 at 6:00 pm** in the boardroom at Town Hall, located at 125 West Fort Macon Road. The purpose of the public hearing is to review, discuss, and hear public comment, both oral and written, regarding the following:

- 1) Zoning text amendments specific to the Commercial Corridor (COR) zoning district related to the recommendations of the Causeway Small Area Plan. Amendments will address allowed land uses, site layout, architectural standards, parking, signage, etc.
- 2) Zoning map amendments establishing overlay zones within the Commercial Corridor (COR) zoning district related to the recommendations of the Causeway Small Area Plan.

For questions and/or comments, contact the Planning Department at (252) 726-4456.

Posted this 19th day of June 2023.

Published in the Carteret News Times on June 28th and July 5th



TOWN OF ATLANTIC BEACH
PLANNING AND INSPECTIONS
PO BOX 10 – 125 WEST FORT MACON ROAD
ATLANTIC BEACH, NORTH CAROLINA

DATE MAILED:

6/28/23

****CERTIFICATION OF MAILING****

Applicant's Name: Town of Atlantic Beach
Applicant's Telephone: (252) 726-4456
Applicant's Email: planner1@atlanticbeach-nc.com

THIS IS TO CERTIFY THAT ON THIS DATE A LETTER SPECIFYING THE DATE, TIME, PLACE AND NATURE OF A PUBLIC HEARING TO BE CONDUCTED BY THE TOWN OF ATLANTIC BEACH BOARD OF ADJUSTMENT HAS BEEN MAILED REGARDING THE PROPERTY DESCRIBED BELOW:

Project Title: ZTA-23-2: Causeway Small Area Plan/Commercial Corridor (COR) Text and Map Amendments

Project Property Address: COR Zoning District

Letters Mailed By: Elisabeth Webster

I certify that the information provided in this Certification of Mailing is true and accurate is in conformance with the requirements of the Town of Atlantic Beach, North Carolina.

Elisabeth Webster

NAME

7/5/23

DATE



PLANNING & INSPECTIONS DEPARTMENT
Post Office Box 10, Atlantic Beach, NC 28512
(252) 726-4456
Fax (252) 726-7043

June 26, 2023

Dear Atlantic Beach Property Owner:

You are receiving this notice because according to Carteret County tax records, you own one or more properties located within the Commercial Corridor Zoning District (COR) in Atlantic Beach.

The Town engaged YARD & Company in June 2022 to develop the Causeway Small Area Plan for the Atlantic Beach Causeway/Commercial Corridor (COR) zoning district. Public input on the plan was solicited in August 2022 through conducting open “office hours” at Town Hall, mobile engagement through charrettes at various locations throughout town, and a presentation of their findings at Crystal Coast Brewing Company. An online survey was also conducted, and comments were collected through September 2022.

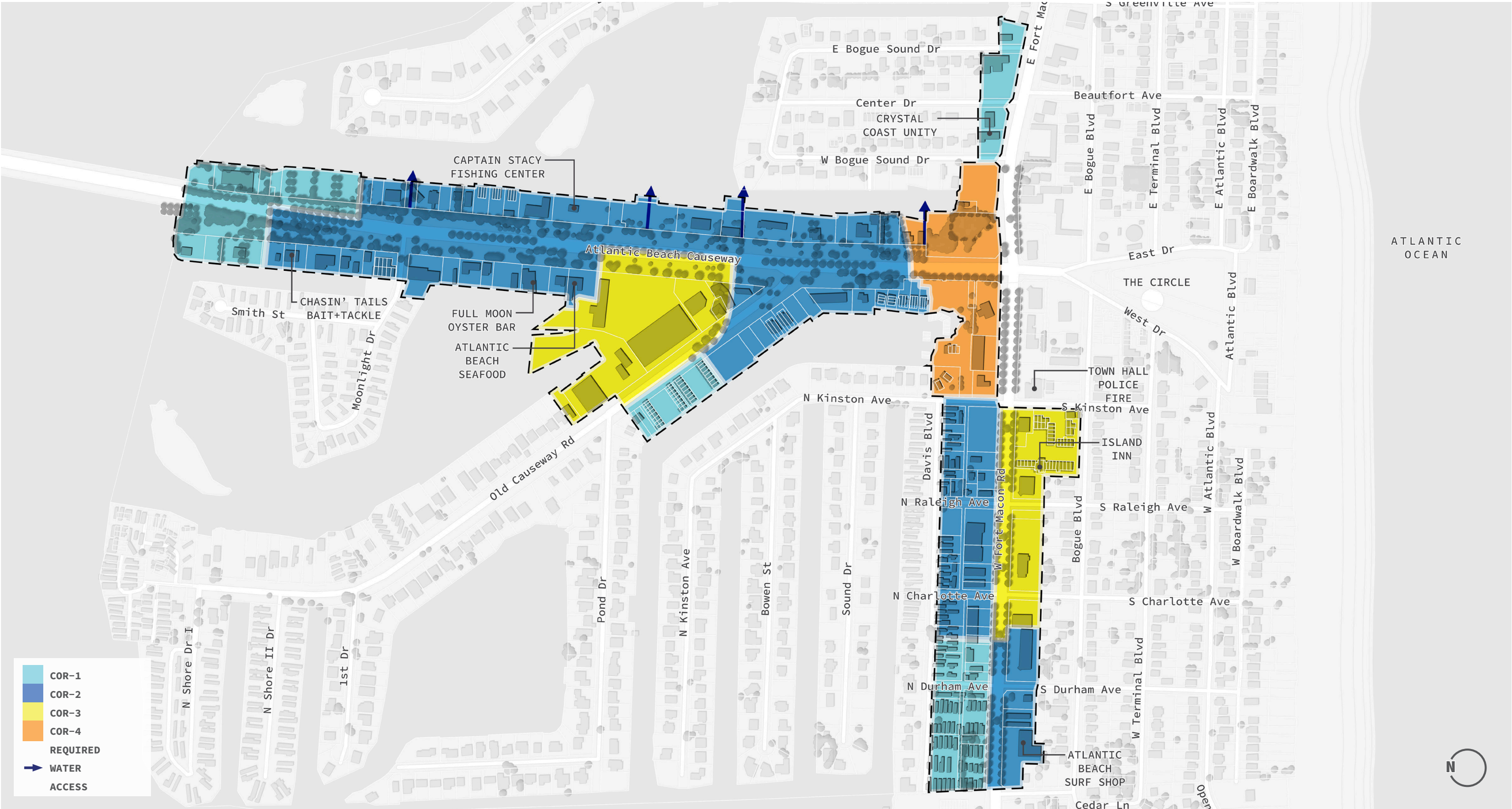
The plan has been finalized, and based on the public input received, several ordinance amendments related to the COR zone are being presented for review and consideration.

The Planning Board will hold a public hearing on Tuesday, July 11, 2023 at 6:00 pm in the boardroom at Town Hall, located at 125 West Fort Macon Road. The purpose of the public hearing is to review, discuss, and hear public comment, both oral and written, regarding the following:

- 1) Zoning text amendments specific to the Commercial Corridor (COR) zoning district related to the recommendations of the Causeway Small Area Plan. Amendments will address allowed land uses, site layout, architectural standards, parking, signage, etc.
- 2) Zoning map amendments establishing overlay zones within the Commercial Corridor (COR) zoning district related to the recommendations of the Causeway Small Area Plan. A copy of the proposed zoning map is enclosed.

For questions or to obtain more information, please contact the Planning Department at (252) 726-4456 or visit our website at <http://atlanticbeach-nc.com/>.

COR ZONING DISTRICT



THE ATLANTIC BEACH CAUSEWAY COR ZONING DISTRICT



TOWN OF ATLANTIC BEACH
PLANNING AND INSPECTIONS
PO BOX 10 – 125 WEST FORT MACON ROAD
ATLANTIC BEACH, NORTH CAROLINA

CASE NUMBER:

ZTA-23-2

****CERTIFICATION OF SIGN POSTING****

Applicant's Name: Town of Atlantic Beach

Applicant's Telephone: (252) 726-4456

Applicant's Email: planner2@atlanticbeach-nc.com

THIS IS TO CERTIFY THAT ON THIS DATE A SIGN NOTIFYING THE PUBLIC OF A PLANNING & ZONING INITIATIVE HAS BEEN POSTED CONSPICUOUSLY ON THE PROPERTY BELOW:

Project Title: Causeway Small Area Plan/Commercial Corridor (COR) Text and Map
Amendments

Project Property Address: COR Zoning District

Signs Posted By: AB Planning

DATE POSTED:

6/28/23

I certify that the information provided in this Certification of Sign Posting is true and accurate is in conformance with the requirements of the Town of Atlantic Beach, North Carolina.

7/5/23

NAME

DATE