



**Minutes
Town of Atlantic Beach
Planning Board Meeting
February 5, 2019**

Planning Board Members Present

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

Planning Board Members Absent

None

Staff Present

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

Others Present

Mike Shutak, Carteret County News
Times

Katrina Tyer administered an Oath of Office to Ann Batt, who was reinstated to the board on January 28, 2019 after a leave of absence.

CALL TO ORDER

Chairman Chamblee is serving as chair and called the meeting to order at 6:00pm.

EXCUSE ABSENT PLANNING BOARD MEMBER(S)

None.

REVIEW OF UDO AMENDMENTS

Mechanical unit encroachment

This amendment allows for mechanical and electrical units to be placed in the side setbacks, rather than the street ("front") or rear (often the "waterfront"), in order to preserve the aesthetics of the street-sides of homes and reduce maintenance costs of placing mechanical/electrical units on the waterfront side of homes. It was the consensus of the board, the proposed side setbacks of no more than 48", as long as it is no closer than three feet to the lot line, is acceptable.

Land Disturbance Permit Standards

Michelle presented the proposed amendments, and the board had lengthy discussion on the effect of 4.e. "In no instance, shall fill be placed in a manner that raises the elevation of the subject lot higher than the elevation of the surrounding lots, as measured from the natural grade" and the effect of an engineer's certification.

The board does not want to prevent fill, but protect the adjoining lots from runoff effects. Winbourne suggested not addressing the height of the fill, but addressing the effect, "in no instance shall fill be placed in a manner that raises the elevation such that it creates runoff on the surrounding neighbor's lots more than two inches".

It was the consensus of the board to amend the language in 18.2.4.M.4.e from, "In no instance shall fill be placed in a manner that raises the elevation of the subject lot higher than the elevation of the surrounding lots, as measured from the natural grade;" to, "In no instance shall fill be placed in a manner that causes the first two inches of stormwater runoff generated by a given rain event on-site to leave the property".

Docks/Piers as accessory uses prior to principle uses

This amendment allows continued use and development of waterfront lots that have not yet been developed with a principle structure. The board did not see any changes that needed to be made to this proposed amendment.

Public Hearing

Winbourne made a motion *to open* the public hearing. Seconded by Batt. Vote was unanimous, 6-0. Motion carried. The time was 6:39pm.

No comments.

Brown made a motion *to close* the public hearing. Seconded by Ramsey. Vote was unanimous, 6-0. Motion carried. The time was 6:40pm.

Planning Board Discussion and Recommendation

McCullough made a motion for Michelle *to draft* the Statement of Consistency based on discussions tonight. Seconded by Winbourne. Vote was unanimous, 6-0. Motion carried.

Ramsey made a motion *to allow* Chair Neil Chamblee to sign the Statement of Consistency as amended. Seconded by Winbourne. Vote was unanimous, 6-0. Motion carried.

It was the consensus the proposed amendments were reasonable and consistent with the Land Use Plan. Dean made a motion *to recommend* the proposed amendments to Town Council for approval. Seconded by Ramsey. Vote was unanimous, 6-0. Motion carried.

Differences allowed between Phase 1 plan and Phase 2 plan of Major Site Plan review procedure

Michelle initiated discussion on the differences allowed between Phase 1 and Phase 2 of Major Site Plan review procedure for the board to clarify. It was the consensus of the board to table this item for Michelle to provide proposed language.

Brown made a motion *to table* Item d from the agenda and for Michelle *to craft language* for the board to review at a future meeting. Seconded by Winbourne. Vote was unanimous, 6-0. Motion carried.

OTHER BUSINESS

Michelle offered to provide the board with 30-minute online training sessions developed by the School of Government. It was the consensus to start scheduling the sessions at 5:30pm, prior to the beginning of the regular meeting.

ADJOURNMENT

There being no further business Chairman Chamblee adjourned the meeting. The time was 6:52pm.

These minutes were approved at the March 5, 2019 Planning Board meeting.

ATTEST:



Katrina Tyer, Town Clerk

TOWN OF ATLANTIC BEACH



Neil Chamblee, Chair