



**Minutes
Town of Atlantic Beach
Planning Board Meeting
May 7, 2019**

Planning Board Members Present

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

Planning Board Members

Absent

Neil Chamblee

Staff Present

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

Others Present

Mayor Cooper
Mike Shutak, Carteret County News Times

Planning Board Training – 5:30pm

Training Online Module, “Amending Local Development Regulations” – Planning and Development Regulation E-Learning Library, UNC School of Government

Regularly Scheduled Meeting – 6:00pm

CALL TO ORDER

Llewellyn Ramsey is serving as Chair and called the meeting to order at 6:00pm.

EXCUSE ABSENT PLANNING BOARD MEMBER(S)

Batt made a motion *to excuse* Neil Chamblee from tonight’s meeting due to travel. Seconded by Brown. Vote was unanimous, 6-0. Motion carried.

APPROVAL OF MARCH 5, 2019 MINUTES

Winbourne made a motion *to approve* the March 5, 2019 Minutes. Seconded by Dean. Vote was unanimous, 6-0. Motion carried.

REVIEW OF UDO AMENDMENTS

Differences Allowed Between Major Site Plans submitted at Concept Proposal Phase I and Phase II (remanded to Planning Board by Council at March 25 meeting)

On March 25, after lengthy conversation Council remanded this item back to the Planning Board for further review and clarity. This amendment details the differences allowed in the Concept Proposal and Phase II of a Major Site Plan Review. If the plan does not meet the criteria, it will be considered a new plan and subject to Concept Proposal Review again. A Major Site Plan can be determined to be the same plan if it is revised for Phase II and shows a reduction in density, impervious coverage, and/or number of buildings, and/or increase in active or passive open space or dimensional standards of one or more buildings or site features by no more than 10%.

It was the consensus of the board to accept the revised ordinance as presented by staff:

Section 18.2.4.P.4.f. Concept Proposal Public Hearing - Major Site Plan Procedure

iii. An applicant for a major site plan may choose to address the comments received during the concept proposal hearing in the Phase II application materials. Phase II application materials may differ from the Concept Proposal application materials. Phase II application materials that differ from Concept Proposal application materials are considered to be a different site plan if they differ in one or more of the following ways:

- a) Increase in density
- b) Increase in impervious coverage
- c) Increase in number of buildings
- d) Decrease in active or passive open space
- e) Increase in width, depth, height, or sq. ft. of one or more buildings or site features such as paving by more than 10%

Land Disturbance Permit Review Standards

Michelle stated since adoption of the Land Disturbance Permit amendment in February, Council and staff have received a lot of feedback from developers and citizens. Mayor Cooper, Councilman Waters and Councilman Navey met with staff, two engineers and a developer to discuss the effects of the amendment. Staff generated new amendments based on discussion and feedback from Council.

Mayor Cooper noted after Hurricane Florence, Council reacted quickly to implement changes to slow the rush of lot filling, with the understanding the amendment may need to be revised further. We need to ensure the ordinance is comparable with state law, county septic rules and CAMA. We want to make it clear the purpose is to prohibit increased stormwater runoff on abutting lots. Any movement of sand or soil in an amount exceeding 100 sq. ft. will require a permit and an engineered plan. Stormwater flow to a street is allowed, but water must first flow into a streetside swale designed to retain stormwater beyond the first 2 inches required by stormwater rules.

It was the general consensus of the board the ordinance was well written.

Public Hearing

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

No comments.

Dean made a motion *to close* the public hearing. Seconded by Brown. Vote was unanimous, 6-0. Motion carried.

Planning Board Discussion and Recommendation

McCullough made a motion for Michelle *to prepare* the Statements of Consistency for recommendation of these amendments based on discussions tonight. Seconded by Batt. Vote was unanimous, 6-0. Motion carried.

It was the consensus the proposed amendment to the Major Site Plan Review process is reasonable and consistent with the Land Use Plan. McCullough made a motion *to recommend* the proposed amendment to Town Council for approval. Seconded by Brown. Vote was unanimous, 6-0. Motion carried.

It was the consensus the proposed amendment to the Land Disturbance Permit process is reasonable and consistent with the Land Use Plan. McCullough made a motion *to recommend* the proposed amendment to Town Council for approval. Seconded by Winbourne. Vote was unanimous, 6-0. Motion carried.

OTHER BUSINESS

Michelle noted Phase II Site Plan documents have been received for the Windfare Condominium project and will be brought to the board at the June meeting.

ADJOURNMENT

There being no further business, Dean made a motion *to adjourn* the meeting. Seconded by Winbourne. Vote was 6-0. The time was 6:26pm.

These minutes were approved at the June 4, 2019 Planning Board meeting.

ATTEST:

TOWN OF ATLANTIC BEACH



Neil Chamblee, Chair

Katrina Tyer, Town Clerk