



**Minutes**  
**Town of Atlantic Beach, North Carolina**  
**Town Council – Work Session**  
**Thursday, November 14, 2019 – 10:00 a.m.**



A regularly scheduled work session of the Atlantic Beach Town Council was held Thursday, November 14, 2019 at 10:00 a.m. in the Council Meeting Room, 125 West Fort Macon Road, Atlantic Beach, North Carolina.

**Members Present:** Mayor A. B. Cooper, III; Mayor Pro Tem Richard Porter; Councilmembers: Harry Archer, Rich Johnson, Danny Navey and Austin Waters

**Members Absent:** None

**Others Present:** David Walker, Town Manager; Katrina Tyer, Town Clerk; Sabrina Simpson, Admin Services Director; Michelle Shreve, Planning Director; Morgan Gilbert, Parks and Rec Director; Marc Schulze, Public Works Director; Jeff Harvey, Police Chief; Mike Simpson, Fire Chief; Mike Shutak, Carteret News Times; MJ Forrest, Council-elect; Wally Courie, citizen

## **CALL TO ORDER**

Mayor Cooper called the meeting to order at 10:00 a.m.

Councilmember Archer made a motion *to approve* the agenda as amended to include Item 2c, Call for a Public On November 25, 2019 for a Public-Initiated Text Amendment to Change Dimensional Standards For Single-Family Lots in the Commercial Corridor Zoning District. Seconded by Councilmember Waters. Vote was unanimous, 5-0. Motion carried.

## **1. 2019 RECREATION PROGRAM FINANCIAL REPORT**

Morgan reviewed some of the mini golf statistics. July 5 has been the busiest day the past 2 years. Mondays are the slowest day of the week. There were 15,274 golfers this year (12,692 paid and 2,582 free age 6 and under). Even though golf revenue was slightly lower this year, we do not think the slight price increase was the reason. Since Hurricane Florence there are fewer rentals available and Peppertree and Doubletree are still closed. She plans to scale back the concession stand items that do not sell as well and try to add new items that are more meal related, not just snacks.

Council discussed the anticipated timeframe for maintenance and costs. Morgan anticipates repairs and upgrades will be needed to the splash pad soon due to normal use and the salt air environment.

Mayor Pro Tem Porter would like Morgan to look into more events and contests at the skatepark, maybe a television event. Councilmember Archer asked about the walking path around the park and when instillation will begin.

## **2. PLANNING DEPARTMENT**

### **a) REVIEW OF LAND DISTURBANCE FILL REGULATION**

Michelle reviewed the proposed land disturbance ordinance amendment. The Planning Board reviewed and unanimously recommended the amendment on November 12.

After much discussion, it was the consensus of Council to reword “disturbed land shall be stabilized by vegetation, mulching, sodding or other approved means no later than twenty-one days after the land-disturbing activity takes place.” to read, “no later than twenty-one days after the completion of land-disturbing activity.” They further clarified language for stabilization of land disturbance, specifically “for shoreline stabilization (bulkheads) in accordance with state and federal regulatory and permitting requirements, in which case fill may be placed within the first five feet from the landward edge of the shoreline stabilization device”.

There was discussion on the need for more enforcement and monitoring of this ordinance, especially with silt fencing.

### **b) REVIEW OF PROPOSED CONSTRUCTION OF STICK BUILT HOME IN MOBILE HOME PARKS**

Michelle received a request to build a stick built house in an existing mobile home park, she is seeking Council’s thoughts on allowing construction of single family residences in MHPs. Pelican Park and Crosswinds MHP are owned as corporations rather than individual leased lots. The UDO reads: Table 18.4.3.A.i. Residential Use Classification for Manufactured Home Park: “A use comprised of two or more manufactured homes where one or more homes are located on leaseholds, not individual lots. Manufactured home parks may include shared laundry, recreation, and solid waste collection facilities.”

It was the consensus to not amend the ordinance or allow construction of single family homes in MHPs at this at this time.

**c) CALL FOR A PUBLIC ON NOVEMBER 25, 2019 ON TEXT AMENDMENT TO CHANGE DIMENSIONAL STANDARDS FOR SINGLE-FAMILY LOTS IN THE COMMERCIAL CORRIDOR ZONING DISTRICT**

Bill Downey of LA Downey Construction and the Channel Marker has requested a zoning text amendment that would change the minimum lot within the COR (Causeway) from 60ft to 50ft. The change would revert to the platted widths and zoning standards prior to the 2009 UDO. The width of the lot or the date platted does not necessarily negate the septic suitability of a lot. The only other zoning districts with a required minimum lot width of 60ft are the two lowest density residential districts, RSW and RSC. The proposed changes would trigger a CAMA Core Land Use Plan amendment. If a text amendment is inconsistent with the LUP, but reasonable and in the public interest, the text amendment can be adopted while concurrently amending the LUP.

Councilmember Archer made a motion *to schedule* a Public Hearing on the public-initiated text amendment changing dimensional standards for single-family lots in the Commercial Corridor zoning district at the November 25, 2019 Council Meeting. Seconded by Councilmember Johnson. Vote was 3-2, Councilmembers Navey and Waters opposing. Motion carried.

**3. MOU: US COAST GUARD CUTTERS BRUCKENTHAL & SNYDER**

Chief Simpson has been approached by the Coast Guard requesting the Town to enter into Memorandums of Understanding for the two new commissioned cutters, USCGC Nathan Bruckenthal and USCGC Richard Snyder. The purpose of the MOUs is to clarify the terms in which the Fire Department will provide fire protection and emergency medical services to the specific vessels. The primary purpose is to provide/define access to Federal Property.

Councilmember Navey made a motion *to authorize* the Town Manager and Fire Chief to enter into, update and maintain Agreements and MOUS with the USCG Sector Field Office Fort Macon and its homeport vessels. Seconded by Councilmember Waters. Vote was unanimous, 5-0. Motion carried.

**4. STRATEGIC PLANNING PROCESS**

Mayor Cooper reminded Council they need to discuss and develop the Strategic Plan, specifically defining where we are now; where do we want to go (which we know from the survey results) and how do we get there. We need to develop a big picture plan so we know we are making progress developing and accomplishing projects. He showed examples from other towns that consisted of a one page poster followed by a couple pages detailing the big picture.

Break 11:53am.  
Resume 12:02pm

**5. PUBLIC SAFETY/ADMIN COMPLEX UPDATE**

Hobgood presented the 50% design development plan. They have met with the Cullipher Group multiple times and have the site work plan proposal. They have addressed stormwater runoff and provided a watershed plan. Councilmember Johnson requested numbers on building new construction compared to remodeling, building at a different location and separating departments. There was intense discussion on ways to reduce construction costs and reduce square footage and height.

**ADJOURN**

There being no further action taken or business before Council the meeting stood adjourned. The time was 1:07pm.

These minutes were approved at the December 16, 2019 meeting of the Atlantic Beach Town Council.

ATTEST:

(seal)

  
Katrina Tyer - Town Clerk



TOWN OF ATLANTIC BEACH

  
B. Cooper, III - Mayor