



**Minutes
Town of Atlantic Beach
Planning Board Meeting
February 4, 2020**

**Planning Board Members
Present**

Neil Chamblee
Llewellyn Ramsey
Mark Ferrell
Doug McCullough
Fred Dean
Sharron Wilson

**Planning Board Members
Absent**

Curt Winbourne

Staff Present

Michelle Eitner, Planning Director
Betty Odham, Planning Board Secretary
Nick Krebs, Planner

Others Present

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)

Ramsey made a motion *to excuse* Curt Winbourne from tonight's meeting. Seconded by Dean. Vote was unanimous, 6-0. Motion Carried

APPROVAL OF JANUARY 7, 2020 MINUTES

Wilson made a motion *to approve* the January 7th minutes. Seconded by Ferrell. Vote was unanimous, 6-0. Motion carried.

UDO AMENDMENT-SECTION 18.10-2.H HEIGHT MEASUREMENT

Staff Presentation

Michelle presented the new proposed text amendment. This change was proposed during the public hearing at our January 7th meeting. Planning board directed staff to draft the proposed change for discussion.

PROPOSED AMENDMENT TO UDO SECTION 18.10.2

H. Height

1. Measurement.

- a. Building height shall be measured from the average existing grade elevation prior to any land disturbing activities.
- b. Within the CIR District, height shall be measured from the adjacent street level of the fronting street. In cases where the BFE is established at a height above street level, height may be measured from the BFE.

2. Maximum Height.

Building height is calculated from the average existing grade elevation at the structure to the highest point of the roof.

Public Hearing

Ramsey made a motion *to open* the public hearing. Seconded by Ferrell. Vote was unanimous, 6-0. Motion Carried.

No Comments

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

Planning Board Discussion and Recommendation

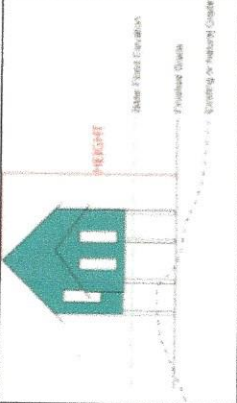
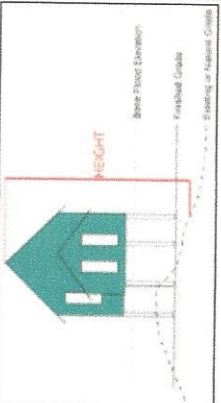
After some discussion by the board, McCullough made a motion *to recommend* adoption of the proposed structure height measurement amendments as presented tonight to Council. Staff should also prepare the Consistency Statement based on discussion tonight for Chairman to sign.

ITEM # 3 FROM THE WINTER BATCH OF UDO AMENDMENTS (AS CONTINUED FROM JANUARY 7TH MEETING)

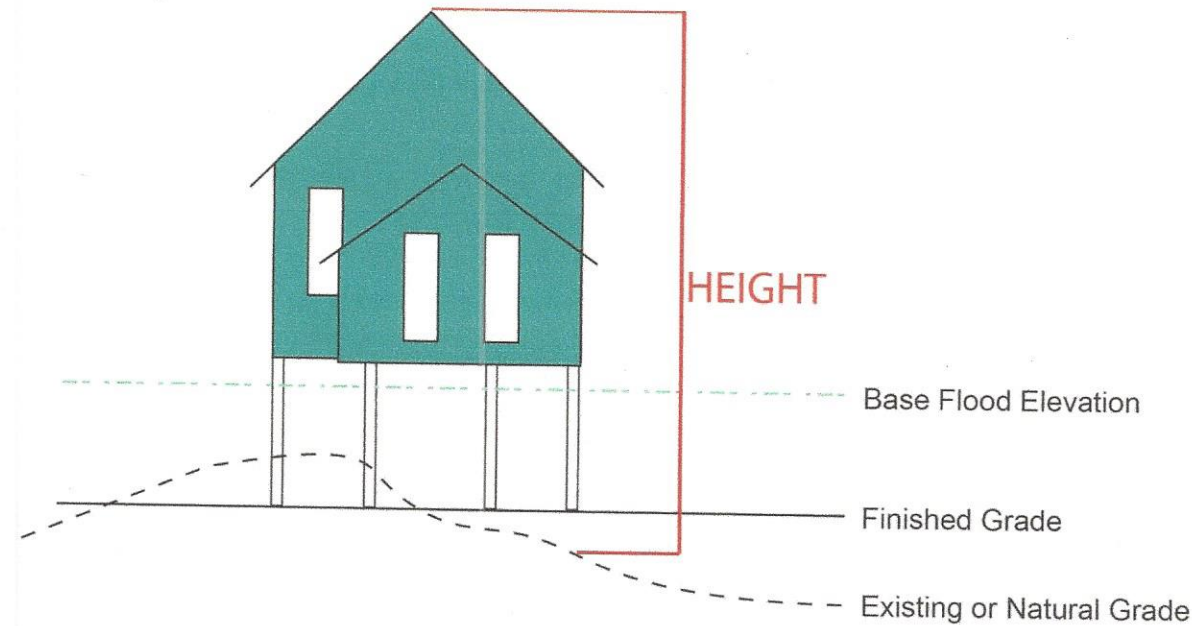
Staff Presentation

Michelle presented the item #3 of the Winter Batch of UDO amendments that was tabled at the last meeting (January 7th). This item was originally tabled as it would be in conflict with the proposed height measurement amendment that was discussed.

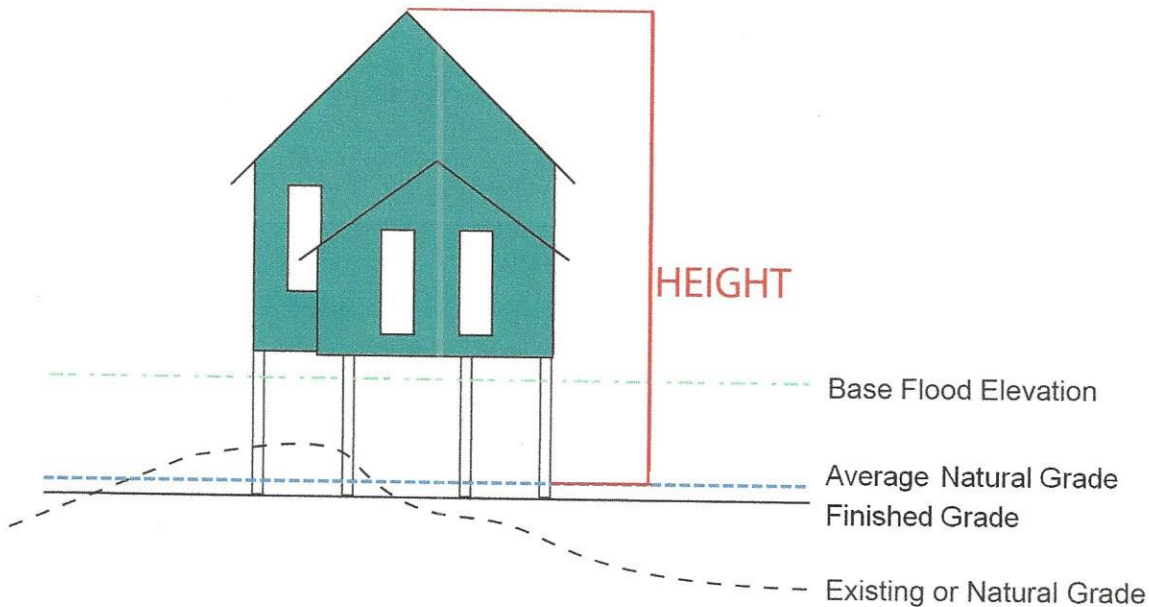
Grade Determination (item # 3)

#	UDO Section	Description	Current Language	Proposed Language
3	Figure 18.10.2.J	The section regarding measurement of height states and shows that height of a structure is measured from natural grade (existing prior to development) to the peak of the roof. The section for determining grade shows a diagram that is contrary to this requirement. When there's conflict like this, the section controlling the standard applies – height is correct. This ordinance revision corrects the figure in the grade determination section for continuity.		

Previously Proposed:



Grade Determination Currently Proposed:



Public Hearing

The Public Hearing on these amendments was held at the last meeting (January 7th). No additional Public Hearing is needed on this item.

Planning Board Discussion and Recommendation

Ferrell made a motion *to recommend* adoption of the proposed grade determination figure amendment as presented to Council. Instructed staff to create the Consistency Statement based on the discussion tonight and instructed Chairman to sign. Seconded by Ramsey. Vote was unanimous, 6-0. Motion Carried.

UDO AMENDMENT-SECTION 18.5.9 DESIGN STANDARDS

Staff Presentation

This agenda item was proposed by Mayor Trace Cooper in order to better address renovation projects of nonresidential, mixed-use and multi-family residential developments, as well as prohibit vinyl or aluminum siding on these structures. Single Family would not have to meet these design standards, only Tri-plex or larger. Would apply to new construction, expansion or additions with a project value of \$50,000.

UDO Design Standards:

- Extend applicability to projects modifying or expanding an existing commercial, office, institutional, or multi-family use with a project cost of \$50,000 or more (rather than by floor area)
- Remove vinyl or aluminum siding from the list of approved exterior building materials for multi-family development
- Remove allowing “artificial materials which closely resemble” the approved exterior building materials

Michelle fielded several questions from the Board for understanding of exactly which property types would be affected by the proposed changes to the design standards.

Public Hearing

A motion was made *to enter* Public Hearing by Ramsey. Seconded by McCullough. Vote was unanimous, 6-0. Motion Carried.

A motion was made *to continue* Public Hearing as well as the discussion and recommendation to the March 3rd meeting by Dean. Seconded by Ferrell. Vote was unanimous, 6-0. Motion Carried.

PLANNING BOARD DISCUSSION AND RECOMMENDATION

The Board requested Michelle revise the wording so the design changes would only apply to Buildings with 5 units or more and to projects totaling 50% of the structure value.

OTHER BUSINESS

Michelle provided the Board with updates on the Land Use Plan, stating Public Engagement Meetings would be held on 2/5/2020 with meetings at both 3:00pm and 6:00pm.

Board Appreciation Dinner will be held February 20th at Table 9.

NC General Assembly has approved an update to the statutes that will work to combine 160A and 153A to 160D. Most changes are clerical, but there are many changes that will have to take place to the UDO in order to come into compliance by January 2021. These changes will most likely be in the fall of 2020.

Michelle announced she is expecting and will be having a new bundle of joy this summer.

Before Adjournment the Board had a lengthy discussion on the potential need for Septic in the Commercial Causeway to encourage more Commercial Development for the Town.

ADJOURNMENT

There being no further business Chairman Chamblee adjourned the meeting. The time was 7:11pm.

These minutes were approved at the March 3rd, 2020 Planning Board meeting.

ATTEST:


Betty Odham, Planning Board Secretary

TOWN OF ATLANTIC BEACH


Neil Chamblee, Chairman

****Secretary's Note:** Due to the primary election, the Planning Board Meeting (including the public hearing) originally scheduled for Tuesday, March 3, 2020 was re-scheduled until Wednesday, March 4, 2020 at 6:00pm.