



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

**Planning Board Members  
Present**

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

**Planning Board Members  
Absent**

**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)**

All Planning Board Members are present

**APPROVAL OF February 4, 2020 MINUTES**

Winbourne made a motion *to approve* the February 4th minutes. Seconded by McCullough. Vote was unanimous, 7-0. Motion carried.

**UDO AMENDMENT-SECTION 18.5.9 Design Standards (as continued from February 4<sup>th</sup> meeting)**

**Staff Presentation**

Michelle presented the updated text amendment as revised during the February meeting. Wording was revised as requested at the last meeting.

**18.5.9. - Design Standards.**

- A. *Purpose and Intent.* These design standards are proposed to promote architectural compatibility and the preservation of architectural character throughout the Town. More specifically, the purposes of this section are to:
1. Encourage establishment of a strong sense of place with vibrant commercial, office, and mixed-use development in Town;
  2. Encourage a more pedestrian-friendly environment through attention to human-scale design and site features;
  3. Foster greater compatibility between adjacent residential and nonresidential development;
  4. Limit the impacts of automobile-oriented development in commercial, office, and mixed-use areas; and
  5. Enhance the appearance of development along major streets.
- B. *Applicability.* The requirements of this section apply to the following forms of development:
1. *New Construction.*
    - a. Newly constructed residential development except single-family detached or duplex dwellings;
    - b. Newly constructed nonresidential development; and
    - c. Newly constructed mixed-use development.
  2. *Expansion, Additions, or Modifications of Existing Development.* Expansion, addition, or modification of an existing commercial, office, institutional, or multi-family structure with a project cost that is 50% or more of the structure value as listed in the Carteret County tax records. For purposes of this specific provision 18.5.9.B.2. only, multi-family structures with four or fewer dwelling units are exempted.

*C. Exemptions.*

1. The following forms of development are exempted from these standards:
  - a. Uses in the Utilities Use Category of Table 18.4.1.G, Principal Use Table;
  - b. Single-family detached dwellings (except manufactured homes);
  - c. Townhouses; and
  - d. Duplex dwellings.
2. Development located in the CIR district shall comply with the applicable design standards in Section 18.3.5.B, District-specific Standards, in addition to these standards. In cases where the standards conflict, the CIR district standards shall control.

*D. Building Orientation.*

1. The primary entrance shall be architecturally and functionally designed on the front facade facing the primary public street.
2. Except for multi-building developments such as shopping centers or campus-style developments, the front facade of the principal structure shall be parallel to the front lot line and street.
3. Ground mounted mechanical equipment, solid waste storage, recycling storage, and restaurant operations shall be located to the rear or side yard and screened from view of the street.

*E. Building Material Standards.*

1. *Allowable Materials.* PROPOSED TEXT AMENDMENT – AS PROPOSED BY PLANNING BOARD FEB 4, 2020

- a. The following material are allowed on principal structures in the Town:

- i. *Nonresidential Development.* The predominant exterior building materials for nonresidential and mixed-use development shall be of high quality, and may include:

- a) Brick;
- b) Rock, stone, or tinted and textured concrete masonry units;
- c) Natural, decay-resistant, high quality exterior wood siding, shingles, or clapboards;
- d) Cementitious siding (sheet or plank);
- e) High-quality, architectural metal (stainless steel, copper, brushed nickel, brass, but excluding corrugated metal siding); and
- f) Transparent glass windows and doors.

- ii. *Multi-family Development.*

- a) Exterior materials on multi-family development shall be durable and residential in character.

- b) The predominate exterior building materials may include:

- i) Wood clapboard siding,
- ii) Wood shingles;
- iii) Brick;
- iv) Stone;
- v) Stucco;

- c) Suggested pitched roof materials include asphalt shingles, standing seam metal, slate, or similar materials.

*2. Color.*

- a. *Primary Colors.* Overly bright, neon, or "day-glow" colors shall not be used as primary exterior building colors. Nothing shall limit pastel or traditional coastal community material colors.

- b. *Accent Colors.* Building trim and accent areas may feature brighter colors, including primary colors, but these colors may not comprise more than fifteen (15) percent of any building facade.

*3. Configuration.*

- a. Where two (2) or more materials are proposed on a building façade, the heavier or more massive material (like stone) shall be located below the lighter or less massive material (stucco).
- b. Heavier details may be permitted as details on corners or around doors and windows.
- c. Material changes shall take place at logical locations, such as the intersection of building wings or interior corners.
- d. Material changes shall not take place at outside corners, and material returns shall be included for a distance of at least two (2) feet past an exterior building corner (see Figure 18.5.9.E: Materials Configuration).



## Public Hearing

Ramsey made a motion *to open* Public Hearing. Seconded by Ferrell. Vote was unanimous 7-0. Motion Carried.

No Comments

Wilson made a motion *to close* Public Hearing. Seconded by Dean. Vote was unanimous 7-0. Motion Carried.

## Planning Board Discussion and Recommendation

After some discussion by the board, it was the consensus of the Planning Board the proposed amendments were reasonable and consistent with the Land Use Plan providing a revision was made to add hardie board siding to list of approved materials.

Ramsey made a motion *to recommend* the proposed amendment to Town Council for approval. Seconded by Wilson. Vote was unanimous, 7-0. Motion Carried.

Ramsey Made a motion for Staff *to draft* the Statement of Consistency based on tonight's discussion and Chairman Chamblee to sign once statements have been prepared. Seconded by Wilson. Vote was unanimous, 7-0. Motion Carried.

## OTHER BUSINESS

Michelle discussed with the Board the next meeting's potential agenda items.

- Item # 3-The Council denied the PB recommendation to change the wording. They would like to continue with the original amendment and change the figure to match appropriate wording.
- Potential to add a 12 month continuity clause for floodplain permits
- Anticipated review of modification of Windfare (switch from Condominium ownership to townhouse ownership).  
2<sup>nd</sup> Phase of review.

Land Use Plan update-Continuing with Task 3-Public Engagement. 2<sup>nd</sup> Public Forum will be March 11<sup>th</sup> at 3:00pm and 6:00pm. There were approx. 450 responses from the Survey. Some of the results, so far indicate citizens like small town look and feel as well as more storm water infrastructure.

## ADJOURNMENT

There being no further business Chairman Chamblee adjourned the meeting. The time was 6:24pm.

These minutes were approved at the April 14, 2020 Planning Board meeting.

ATTEST:

Betty Odham  
Betty Odham, Planning Board Secretary

TOWN OF ATLANTIC BEACH

Neil Chamblee  
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.