



**Town of Atlantic Beach, North Carolina
Planning Board-Meeting
Via Zoom
Tuesday, January 5, 2021 at 6:00pm**

The regularly scheduled meeting of the Atlantic Beach Town Council was held Tuesday, January 5, 2021 at 6:00 p.m. electronically via Zoom.

Planning Board Members Present: Chairman Neil Chamblee; Vice Chairman Curt Winbourne; Mark Ferrell; Fred Dean; Doug McCullough; Sharron Wilson; Llewellyn Ramsey

Planning Board Members Absent: None

Staff Present: Betty Odham, Board Secretary; Julian Griffee, Planner; Michelle Eitner; Director; Trace Cooper, Mayor

Others Present: Clint Routson, Ward and Smith, P.A.;

Oaths were given to Planning Board Members Curt Winbourne, Sharron Wilson, Mark Ferrell and Fred (Joey) Dean prior to the meeting. Their new term will expire 12/31/2023.

CALL TO ORDER

Chairman Chamblee called the meeting to order at 6:00pm. Roll-call was completed, no members absent.

EXCUSE ABSENT PLANNING BOARD MEMBER(S)

No absent members

ELECTION OF PLANNING BOARD CHAIRMAN AND VICE CHAIRMAN

At the first meeting of each calendar year the Planning Board must vote for the Chairman and Vice Chairman that will lead the Board. McCullough *nominated* Neil Chamblee to continue his roll as Chairman for another year. Seconded by Ramsey. Vote was unanimous 7-0. For Vice Chairman, Ferrell nominated Curt Winbourne. Seconded by Wilson. Vote was unanimous 7-0. Neil Chamblee will serve as Chairman and Curt Winbourne will serve as Vice Chairman of Planning Board for 2021.

APPROVAL OF OCTOBER 6, 2020 MINUTES

Winbourne made a motion *to approve* the October 6, 2020 Planning Board minutes. Seconded by Wilson. Vote was unanimous, 7-0. Motion carried.

MSP-20-1-AMENDMENT-CRYSTAL VIEW-109 KNOLLWOOD DRIVE

Staff Presentation

Michelle Eitner, Director of Planning provided a staff presentation providing a review of the major site plan amendment. This major site plan amendment proposes a change to the active open space provided for the approved "Crystal View North" development. The previous major site plan accounted for required open space at the shared swimming pool for the entire Crystal View complex. The amendment to this major site plan is the provision of open space for the new building as a horseshoe court directly adjacent to the building. This does not qualify as a "minor" amendment. Michelle noted this major site plan amendment went through a virtual TRC process and there were no issues with the project.

Planning Board Discussion and Recommendation

After a brief discussion regarding the open space for the Crystal View North development, Wilson made a motion *to recommend* approval of the amended major site plan MSP-20-1 to Town Council for consideration at their January 11th meeting. Seconded by Winbourne. Vote was unanimous 7-0. Motion Carried

MSP-20-2-AMENDMENT-TACKLE BOX TAVERN-115/117 ATLANTIC BOULEVARD

Staff Presentation

Michelle Eitner, Director of Planning provided an overview of the staff presentation from the previous meeting. This major site plan amendment proposes several changes to the major site plan The Grove Oceanside II Phase II. (Tract 8),

most recently amended and approved on September 23, 2019. This does not qualify as a “minor” amendment because the changes exceed the allowable minor changes of Section 18.2.4.P.8. The changes proposed include: recombination of tracts 8A and 8B that were subdivided at the plan’s last amendment, reduction in number of structures (change the building on tract 8B into an addition onto the Tackle Box as a restaurant component called “Bait Box”, increase the previously approved building footprint and impervious coverage by 137sf (940sf → 1077sf), increase the previously approved floor area by 407sf (940sf → 1347sf and a reduction in open space by 368sf (1276sf → 908sf). Michelle noted this major site plan also went through a virtual TRC process and they found no issues with the project.

Planning Board Discussion and Recommendation

Some discussion was held by the board about. McCullough made a motion *to recommend* approval of the amended major site plan MSP-20-2 to Town Council for consideration at their January 11th meeting. Motion was seconded by Ferrell. Vote was unanimous 7-0. Motion Carried.

ZONING TEXT AMENDMENTS

ZTA-21-1-Freeboard

Staff Presentation

Michelle provided a staff presentation on Freeboard. Several governmental functions are addressed for risk and receive insurance discounts for completing additional activities. Fire, Police, and Building Inspections all successfully participate in programs that incentivize excellence in managing risk to the Town as an entity and as a community. Insurance Services Office, Inc coordinates the National Flood Insurance Program’s (NFIP) Community Rating System (CRS), which gives communities a score based on their floodplain management. The Planning and Inspections Department administers floodplain management regulations and works to complete additional activities under the CRS program to reduce flood losses, to facilitate accurate flood insurance rating, and to promote awareness of flood insurance. Atlantic Beach currently holds a Class 8 rating, which results in a 10% premium discount for all NFIP policies in the flood zone in town. The CRS scoring is changing in January 2021 to require freeboard in order to maintain a Class 8 or better. Staff has initiated this text amendment to add a one-foot freeboard to the Unified Development Ordinance in order for Atlantic Beach policyholders to continue to receive their 10% discount. Staff strongly recommends considering adding a two-foot freeboard. This would increase our CRS rating to a Class 7 (15% discount on policy premiums). Pine Knoll Shores and Emerald Isle both require a two-foot freeboard and have Class 6 and 7 ratings, respectively.

Public Hearing

Ramsey made a motion to open the public hearing. Seconded by Winbourne. Vote was unanimous 7-0.

In accordance with Senate Bill 704, public hearings and subsequent action must be delayed to allow for written comment to be submitted for 24 hours afterward. This public hearing will be carried until the next scheduled Planning Board meeting on February 2, 2021.

ZTA-21-2-Ocean Ridge Preservation Society text amendments

Staff Presentation

Michelle and Mayor Trace Cooper presented the Board with an overview of the requested Ocean Ridge Preservation Society text amendments. This zoning text amendment proposal has been proposed by George T Barnes on behalf of the Ocean Ridge Preservation Association—a group of property owners in the Ocean Ridge neighborhood. They are concerned with possible impacts of development adjacent to their neighborhood and hope that proposing some ordinances restricting access and increasing buffering will reduce impacts. Mayor Cooper noted one thing that is unique to the Ocean Ridge neighborhood is the beach accesses are privately owned. They are not public accesses. The requested proposed text amendments included in the agenda packet for tonight’s meeting.

Public Hearing

Ramsey made a motion *to open* the public hearing. Seconded by Ferrell. Vote was unanimous 7-0. In accordance with Senate Bill 704, public hearings and subsequent action must be delayed to allow for written comment to be submitted for 24 hours afterward. This public hearing will remain open until the February 2, 2021 Planning Board meeting.

Clint Routson-Attorney for the Ocean Ridge Preservation Society-Clint stated their concern is to protect the Ocean Ridge residential area. This neighborhood is a jewel in Atlantic Beach and as such should be protected to avoid any inadvertent damage that could be done by development of the commercial property located on Fort Macon Road. The present owners

of the large tract do also own a vacant lot on Ocean Ridge Drive. The intention of the text amendments is to limit the impact of changes to the UDO to other portions of the Town. Mr. Routson provided the reason each of the amendments were requested. Mr. Routson stated he is available if the Board has any questions.

Discussion

Chairman Chamblee asked Michelle to provide the specific language for the Board at the next meeting. The Board also requested Michelle and staff look at how these amendments will affect not just Ocean Ridge but all other areas of Town that are zoned similarly.

OTHER BUSINESS

None

ADJOURNMENT

There being no further business Chairman Chamblee adjourned the meeting. The time was 7:10 pm.

These minutes were approved at the April 6, 2021 Planning Board meeting.

ATTEST:

Betty Odham
Betty Odham, Planning Board Secretary

TOWN OF ATLANTIC BEACH

Neil Chamblee
Neil Chamblee, Chairman