



MINUTES
Town of Atlantic Beach, North Carolina
Planning Board Meeting
125 W Fort Macon Road and
Tuesday, November 1, 2022



The regularly scheduled meeting of the Atlantic Beach Planning Board was held Tuesday, November 1, 2022 at 6:00 p.m. in the Town Boardroom, 125 West Fort Macon Road, Atlantic Beach, North Carolina.

Members Present

Neil Chamblee, Chair
Phillip Hursey
David Johnson
Phil Jones
Llewellyn Ramsey
Sharron Wilson

Members Absent

Curt Winbourne, Vice Chair

Others Present

Jennifer Ansell, Planner
Elisabeth Webster, Planner
Katrina Tyer, Clerk

CALL TO ORDER

Chariman Chamblee called the meeting to order at 6:00pm.

EXCUSE ABSENT BOARDMEMBERS

Wilson made a motion *to excuse* Curt Winbourne due to medical reasons. Seconded by Ramsey. Vote was unanimous, 6-0. Motion carried.

APPROVAL OF AUGUST 9, 2022 PLANNING BOARD MINUTES

Wilson made a motion *to approve* the August 9, 2022 Planning Board minutes. Seconded by Johnson. Vote was unanimous, 6-0. Motion carried.

ZTA-22-2: RESIDENTIAL USE UPDATES

Elisabeth explained the intent of the amendments is to be more consistent with the fire and building codes. Townhomes, detached single family homes, and duplexes all fall under the Residential Building Code. Units of three or more such as triplex, quadraplex and other multi-family units fall under the Commercial Code. Proposed changes include:

- Principal Use Table 18.4.1.G – Remove Triplex and Quadraplex
- Principal Use Table 18.4.1.G – Include a note under multi-family to include units of three or more
- Principal Use Table 18.4.1. G – allow multi-family in the RMF district.
- Residential Use Classification Table 18.4.3 - Remove Triplex and Quadraplex
- Residential Use Classification Table 18.4.3 – Pull definition for duplex from building code
- Residential Use Classification Table 18.4.3 – Pull definition for townhome from building code
- Residential Use Classification Table 18.4.3 – Change multi-family to 3 or more units. Take out “examples include apartments and condominiums”.
- Minimum Off-street Parking Spaces Required Table 18.5.3.C.2 – remove triplex and quadraplex
- 18.10.5 Definitions – change Multi-Family Development to include units of 3 or more

Table 18.4.1.G, Principal Use Table													
P = Permitted S = Special Use - = Not Permitted													
Details on use types in a major or minor use categories are in Section 18.4.2, Use Classifications, Categories, and Types													
Use Type	Zoning District											Additional Standards	
	Residential						Mixed Use		Commercial				
	RSC	RSW	RSN	RSM	RSD	RMF	MUN	MHI	CJR	CPY	COR		
RESIDENTIAL USE CLASSIFICATION													
Single-family detached dwelling	P	P	P	P	P	P	P	P	P	P	-	P	
Duplex	-	-	-	-	P	P	P	P	P	P	-	P	18.4.7.A.1.a
Triplex	-	-	-	-	-	P	P	P	P	P	-	P	18.4.7.A.1.e
Quadplex	-	-	-	-	-	P	P	P	P	P	-	P	18.4.7.A.1.d
Townhouse	-	-	-	-	-	-	-	-	P	-	-	-	
Multi-family (units three or more)	-	-	-	-	-	P	-	-	P	P	-	P	18.4.7.A.1.c

TABLE 18.4.3: RESIDENTIAL USE CLASSIFICATION	
A. HOUSE-HOLD LIVING	1. Characteristics: Household Living includes use types that provide for the residential occupancy of a dwelling unit by a household. Accessory uses commonly associated with household living are recreational activities, raising of pets, hobbies, and parking of the occupants' vehicles.
	2. Use Types:
	a. Single-family detached dwelling A dwelling containing one (1) dwelling unit that is occupied by one (1) family and that is not physically attached to any other principal structure on an individual lot. This term includes modular homes. For regulatory purposes, this term does not include manufactured dwellings, recreational vehicles, or other forms of temporary or portable housing.
	b. Duplex A single structure comprised of two (2) dwelling units that share common vertical walls or horizontal floors/ceilings. Duplex dwellings shall be on a single lot and dwelling units may be sold separately from the land they are located on. As defined by the North Carolina Building Code and all subsequent versions
	c. Triplex A single structure comprised of three (3) dwelling units that share common vertical walls or horizontal floors/ceilings, located on a single lot. Dwelling units may be sold separately from the land they are located on.
	d. Quadplex A single structure comprised of four (4) individual dwelling units that share common vertical walls or horizontal floors/ceilings, located on a single lot. Dwelling units may be sold separately from the land they are located on.
e.c. Townhouse A single family dwelling unit located on its own lot. The dwelling unit may or may not be connected to adjacent single family dwellings as part of a single cohesive structure. Individual lots may or may not have required yards or setbacks, and are surrounded by a larger parcel owned in common or by the developer. As defined by the North Carolina Building Code and all subsequent versions	

Table 18.5.3.C.2: Minimum Off-Street Parking Spaces Required			
Use Class	Use Category	Principal Use Type	Required Number of Off-Street Parking Spaces [1]
RESIDENTIAL	Household Living [2]	Single-family detached dwelling under 2,000 heated square feet [3]	2 per dwelling
		Single-family detached dwelling that is 2,000—2,999 heated square feet [3]	3 per dwelling
		Single-family detached dwelling that is 3,000—3,999 heated square feet [3]	4 per dwelling
		Single-family detached dwelling that is 4,000—4,999 heated square feet [3]	5 per dwelling
		Single-family detached dwelling that is 5,000 heated square feet or more [3]	6 per dwelling
		Duplex	2 per dwelling
		Triplex	5 + 1 guest space
		Quadplex	7 + 2 guest spaces
		Townhouse	2 per dwelling + 1 guest space for every 4 units
		Multi-family	1.5 per dwelling

18.10.5. Definitions.

This section includes definitions of terms used throughout the UDO. Use classifications, use categories, and use types are defined in Section 18.4.2, Use Classifications, Categories, and Types.

Multi-Family Development	A tract of land under single, individual, corporate, firm partnership, or association ownership, or under common control evidenced by duly recorded contracts or agreements; planned and developed as an integral unit in a single development operation or in a definitively programmed series of development operations. The development shall consist of at least five (5) three (3) or more dwelling units sharing one (1) or more common walls with a coordinated design of building(s), organization of service areas, and common open space.
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Townhouses will still be allowed in the zones they are currently allowed.

Public Hearing

Johnson made a motion *to open* the public hearing. Seconded by Jones. Vote was unanimous, 6-0. Motion carried. The time was 6:13pm.

No comments.

Ramsey made a motion *to close* the public hearing. Seconded by Wilson. Vote was unanimous, 6-0. Motion carried. The time was 6:13pm.

Planning Board discussion and recommendation

The board briefly discussed the proposed amendments without any issues or concerns.

Ramsey made a motion *to approve* the Consistency Statement and recommends the proposed amendments to Council. Seconded by Hursey. Vote was unanimous, 6-0. Motion carried.

ZTA-22-3: COMMERCIAL SELF-STORAGE FACILITIES

Elisabeth reviewed the proposed amendments that were initiated by Ordinance 22-08-01: Ordinance Imposing a Temporary Moratorium on Development Applications and Approvals for Storage Facilities on August 10, 2022. Council feels self-storage facilities are not consistent with the family oriented atmosphere the town desires. This amendment intends to eliminate any new self-storage facilities, but would allow the ones currently in operation to continue to operate as a legal nonconforming use. Proposed changes include:

- Principal Use Table 18.4.1.D Prohibited Uses – Add self-storage facilities to prohibited use list.
- Industrial Use Classification Table 18.4.6 – Amend Characteristics and description under a, Light industrial.
- Use Specific Standards 18.4.7.D Industrial Uses – Amend description under 1, Light Industrial

18.4.1. Principal Use Table.

A. **Use Table Structure.**

1. Table 18.4.1.G, Principal Use Table, lists principal use types and indicates for each zoning district whether the principal use type is permitted by right, as a special use, or prohibited. It also includes a reference to any specific standards that may apply to a particular use type.
2. Use types are organized by one of four (4) different use classifications (residential, institutional, commercial, or industrial), and all the rows within a particular use classification have the same color.
3. Within each use classification, use types are further organized by use category. See Section 18.4.2, Use Classifications, Categories, and Types, for more details on the use category organizing system.

B. **Uses Permitted By Right.** A "P" in a cell of the principal use table indicates that the specific use type is permitted by right in the corresponding zoning district, subject to compliance with any additional standards referenced in the principal use table.

C. **Uses Requiring Special Use Review.** An "S" in a cell of the principal use table indicates that the specific use type is permitted in the corresponding zoning district only upon approval of a special use permit in accordance with Section 18.2.4.R, Special Use Permit, and any additional standards referenced in the principal use table.

D. **Prohibited Uses.**

1. A "." in a cell of the principal use table indicates that the specific use type is prohibited in the corresponding zoning district.
2. The following principal uses are prohibited throughout the Town's zoning jurisdiction in all zoning districts:
 - a. Hazardous materials handling;
 - b. Off-premise signage, including outdoor advertising or billboards;
 - c. Helicopter landing pads, or helicopter landings, except as part of an emergency;
 - d. Shooting range (whether indoors or outdoors);
 - e. Single-room occupancy dwelling units;
 - f. Explosives and chemical manufacturing;
 - g. Leather and leather products manufacturing involving tanning;
 - h. Industrial uses (light and heavy) exceeding twenty thousand (20,000) square feet in floor area; and
 - i. Slaughter or rendering of animals, excluding seafood products.
 - j. Self-storage facilities

Table 18.4.6, Industrial Use Classification, sets out the use categories and use types included in the industrial use classification in Table 18.4.1.G, Principal Use Table. Table 18.4.6 describes the characteristics of industrial use category and defines the light industrial and heavy industrial use types.

TABLE 18.4.6: INDUSTRIAL USE CLASSIFICATION		
A. INDUSTRIAL	1. Characteristics:	
	The Industrial Use Category involves the production, processing, or assembly of finished or partially finished goods, seafood, as well as the production of motion pictures and sound recordings. Such uses also include the long term storage of vehicles, including boats.	
	2. Use Types:	
	a. Light industrial	Uses that include short term and long term storage of goods, including personal items in self-storage facilities , boats (including dry storage), and vehicles. Also includes uses involved in the production of motion pictures and sound recordings.
	b. Heavy industrial	Uses engaged in the packing and processing of seafood and sea-related products. Accessory uses include cold storage, packing, and shipping facilities.

18.4.7 Use-Specific Standards.

D. Industrial Uses.

1. *Light Industrial.*

- a. ~~Storage Facility, Self-Service. Self-service storage facilities shall comply with the following standards:~~
 - ~~i. Individual storage areas shall not exceed four hundred (400) square feet each.~~
 - ii. Storage of boats, recreational vehicles, and similar equipment may be allowed, subject to the following standards:
 - a) Storage shall occur only within a designated area, approved as part of the site plan.
 - b) Storage areas shall not exceed fifty (50) percent of the lot area of the site.
 - c) Boats shall be stored on trailers with wheels.
 - d) Storage areas shall be completely screened from public rights-of-way or adjacent residential zoning districts, utilizing either the buildings associated with the storage facility or by an opaque masonry wall, or equivalent approved by the UDO Administrator, a minimum of six (6) feet in height.

Public Hearing

Hursey made a motion *to open* the public hearing. Seconded by Wilson. Vote was unanimous, 6-0. Motion carried. The time was 6:28pm.

No comments.

Ramsey made a motion *to close* the public hearing. Seconded by Johnson. Vote was unanimous, 6-0. Motion carried. The time was 6:28pm.

Planning Board discussion and recommendation

The board briefly discussed the proposed amendments and expressed concerns over how the ordinance affected dry storage, espically storage of boats. The Planning Board would like to see wording regarding dry storage and defining marinas reviewed also.

Ramsey made a motion *to approve* the Consistency Statement as proposed with the recommendation to review the dry storage ordinance for similar amendments and recommended the proposed amendments to Council. Seconded by Hursey. Vote was unanimous, 6-0. Motion carried.

Hursey made a motion *to amend* the Consistency Statement to include the recommendation to review the dry storage ordinance for amendments. Vote was unanimous, 6-0. Motion carried.

OTHER BUSINESS

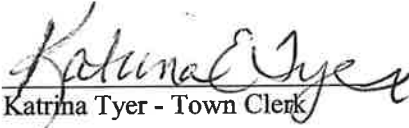
Members were reminded of the Joint meeting with Council on December 6 to review the Hi-lites redevelopment plan.

ADJOURN


There being no further action taken or business before the Board the meeting stood adjourned. The time was 6:32pm.

These minutes were approved at the January 3, 2023 meeting of the Atlantic Beach Planning Board.

ATTEST:


Katrina Tyer - Town Clerk

TOWN OF ATLANTIC BEACH


Neil Chamblee, Chairman