



**MINUTES**  
**Town of Atlantic Beach, North Carolina**  
**Town Council Meeting**  
**125 W Fort Macon Road and**  
**Electronically via Zoom**  
**Monday, February 27, 2023 – 6:00pm**



The regularly scheduled meeting of the Atlantic Beach Town Council was held Monday, February 27, 2023 at 6:00pm in the Council Meeting Room, 125 West Fort Macon Road, Atlantic Beach, North Carolina.

**Members Present:** Mayor A. B. Cooper, III; Mayor Pro Tem Austin Waters; Councilmembers: Joey Dean, Danny Navey, Joseph Starling

**Members Absent:** Councilmember Renea Baker (viewed via Zoom)

**Others Present:** David Walker, Town Manager; Katrina Tyer, Town Clerk; Derek Taylor, Town Attorney; Sabrina Simpson, Admin Services Director; Sarah Currie, Finance Director; Jeff Harvey, Police Chief; Jennifer Ansell, Planning Director; Elisabeth Webster, Planner; Morgan Gilbert, Parks and Rec Director; Mike Simpson, Fire Chief; Brian Kramer, Pine Knoll Shores Town Manager; John O'Daniel; Carteret News-Times (via Zoom)

**CALL TO ORDER and PLEDGE OF ALLEGIANCE**

Mayor Cooper called the meeting to order at 6:00 p.m. Councilmember Navey led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Mayor Pro Tem Waters made a motion *to approve* the Agenda as presented. Seconded by Councilmember Starling. Vote was unanimous, 4-0. Motion carried.

Councilmember Dean made a motion *to excuse* Councilmember Baker due to travel. Seconded by Councilmember Navey. Approved 4-0 unanimous.

**CONSENT AGENDA**

- a) Finance Report
- b) Budget Amendments
- c) Budget Transfers
- d) Tax Collection Report
- e) Tax Releases and Refunds Report
- f) Authorization to Advertise Tax Liens
- g) **Resolution 23-02-01:** Resolution Designating Bank Depositories and Authorizing Signatures for Bank Depositories
- h) Notice of Surplus Equipment Disposal
- i) Appointment of Councilmember Joseph Starling to Firefighters' Local Relief Fund Board (LRFB)
- j) **Resolution 23-02-02:** Resolution of Commitment of Funds Water Resources Development Project Grant (Dredging)
- k) Minutes: 1/18/23CS; 1/23/23; 1/30/23SM

Councilmember Navey made a motion *to approve* the Consent Agenda as presented. Seconded by Mayor Pro Tem Waters. Vote was unanimous, 4-0. Motion carried.

**CITIZEN REQUESTS/COMMENTS**

Mike Row, 1511 East Fort Macon Road, Tuscan Covers of Eastern NC (a touchless boat cover) dealer. He wants to introduce the features of the boat covers to this area. They are aluminum and withstand wind speeds up to 90 MPH. He provided pictures and material samples. The cover can be removed, leaving the frame if a named storm is coming. They worked with CAMA to get approval as a structured boat cover instead of the traditional cover.

Mayor Cooper noted our current ordinance prohibits covers on docks, but Council can discuss this at their retreat next month to decide if there are areas of Town they would like to see boat covers at docks permitted.

**SPECIAL PRESENTATION TO RETIRING TOWN MANAGER DAVID WALKER**

Pine Knoll Shores Town Manager Brian Kramer presented Mr. Walker with a plaque from the Carteret County and municipal managers showing the various municipalities and dates Mr. Walker served throughout his 40-year career in NC public service. He noted that Mr. Walker always answered the phone and was a leader.

## PLANNING AND ZONING

- a) **Amendments to Chapter 18, Unified Development Ordinance** to address the procedures in place for Major Site Plan review; amend the definition for Duplex Dwellings; and address the measurement of Lot Standards for multi-family, townhome and duplex structures

Jennifer stated, in November, staff proposed several changes to the Unified Development Ordinance to better align the allowances for various residential use types with the NC Building Code, but did not address the definition of duplex dwellings. There is concern that our existing definition may be interpreted to prevent the subdivision of property.

She also proposed amendments to clarify the Major Site Plan review process. In recent years we have had a few major site plan approvals that have had to go back through both phases of approval due to changes in interior lot lines or interior parcel dimensions (The Bite/The Lookouts/Windfare). This text amendment would clarify what constitutes a minor amendment versus what would require reversion to the Concept Phase. Further, we have not previously required a Major Site Plan that includes the subdivision of lots to go through the major subdivision process. The text amendment would clarify that the Phase II major site plan submittal should include all the items required for a final plat. It would also serve as the final plat approval. This would allow the conveyance of lots upon recordation.

The amendment will clarify the measurement of lot width, area and interior setbacks for multi-family, townhome and duplex structures.

Mayor Cooper opened the Public Hearing at 6:19pm.

No comments.

Mayor Cooper closed the Public Hearing at 6:19pm.

Attorney Taylor confirmed he did not see any issues with this amendment. Councilmember Starling was consulted during the drafting for input and knowledge of building construction and the NC Code.

Councilmember Navey made a motion *to approve* Ordinance 23-02-01: Ordinance Amending the UDO. Seconded by Councilmember Starling. Vote was unanimous, 4-0. Motion carried.

### b) **MSP-21-01: Major Site Plan Modification for the Showboat Cottages** (614-712 Atlantic Beach Causeway)

Ballou-Lewis Properties, LLC proposed a modification to the approved Major Site Plan for the Showboat Cottages, MSP-21-1, allowing the subdivision of lots within the development. Local governments may use development regulations to regulate the use and division of land, but not to regulate the ownership of land. The change will not affect the density, site layout, or construction requirements (NC Residential Code) for the approved development. The Planning Board reviewed the proposed site plan modification at their February 20, 2023, special meeting and voted unanimously to recommend approval of the change.

Mayor Cooper opened the public comment period.

No Comments.

Public comment was required per the UDO, so the property was posted, and notice was published. Note: this requirement was amended in Ordinance 23-02-01.

Mayor Pro Tem Waters made a motion *to approve* MSP-21-01, the Major Site Plan Modification for the Showboat Cottages (614-712 AB Causeway). Seconded by Councilmember Starling. Vote was unanimous, 4-0. Motion carried.

## TOWN MANAGER REPORT - State of the Town / Farewell Remarks

It has been an honor and privilege to support the Town all these years. The Town's revenues are strong, all positions are filled, and he is leaving the Town in excellent financial shape. There is a very healthy fund balance, but he did not do that alone; it happened by working closely with Council and spending wisely. He is proud of the projects they accomplished, but bricks and pipes are not what he remembers the most; it is the friendships with everyone. He bids a fond farewell and wishes success to the city.

**MAYOR/COUNCIL COMMENTS**

Councilmember Starling: He has now worked with Mr. Walker as a Councilmember and an employee. Mr. Walker helped him on a work level and personally. He never wanted to disappoint him and hopes he has made him proud.

Councilmember Dean: He appreciates him always being very responsive around the clock. He will leave big shoes to fill.

Councilmember Navey: Mr. Walker is the only Town Manager he has worked with in Atlantic Beach. No matter what type of question was asked, Mr. Walker answered. He has worked with many managers and leaders, and Mr. Walker is definitely a leader. He has always called him a wizard with the budget. He loves professionalism, and Mr. Walker is the picture of it.

Mayor Pro Tem Waters: After being on the Council for 6 years, he looks back and thinks, with Mr. Walker as the manager, we do not have much to do except show up for the meeting. He makes the Council's job so easy. If you call him, he will get back to you immediately. If he does not know the answer, he will have it within 24 hours. He thanks him for his friendship and leadership over the years. He will be missed.

Attorney Taylor: He and his father have worked with Mr. Walker for many years, including while he was at Morehead City. A sign of a good manager is one who takes care of business so Council does not have to micro-manage. He has seen this group evolve over the years. He has much respect for Mr. Walker and has enjoyed working with him.

Mayor Cooper: He is saving most of his remarks for the April retirement event. He does want to comment on Mr. Walker's budget wizardry and the fact that he is always there when you call. After 42 years, he has not missed a single Council meeting. A huge part of being a good leader is showing up, which he does day and night and even during hurricanes. He considers him a friend.

**ADJOURN**

There being no further action or business before Council the meeting stood adjourned. The time was 6:46pm.

These minutes were approved at the March 27, 2023 meeting of the Atlantic Beach Town Council.

TOWN OF ATLANTIC BEACH

ATTEST:

(seal)

  
Katrina Tyer - Town Clerk



  
A. B. Cooper, III - Mayor