



**Minutes**  
**Town of Atlantic Beach, North Carolina**  
**Town Council and Planning Board Joint Meeting**  
**125 West Fort Macon Road**  
**Tuesday, September 5, 2023 at 5:00 p.m.**



The special joint meeting of the Atlantic Beach Town Council and Atlantic Beach Planning Board was held Tuesday, September 5, 2023 at 5:00 p.m. via Zoom and in the Town Boardroom, 125 West Fort Macon Road, Atlantic Beach, North Carolina.

**Councilmembers Present:** Mayor Cooper, Mayor Pro Tem Austin Waters; Councilmembers: Renea Baker, Joey Dean, Danny Navey, Joseph Starling

**Planning Board Members Present:** Neil Chamblee, David Johnson, Phil Hursey, Phil Jones, Sharron Wilson, Curt Winbourne

**Members Absent:** Planning Board member Llewellyn Ramsey

**Others Present:** John O'Daniel, Town Manager; Jennifer Ansell, Planning Director; Elisabeth Webster, Planner; Katrina Tyer, Clerk; Brad Rich, Carteret News Times; Ron Cullipher, Engineer (arrived at 5:04pm)

**CALL TO ORDER**

Mayor Cooper called the meeting to order at 6:00 p.m.

**MOTION TO EXCUSE ABSENT MEMBERS**

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

**ZTA-23-2 - CAUSEWAY SMALL AREA PLAN/COMMERCIAL CORRIDOR (COR) TEXT AMENDMENTS**

The purpose of the amendments to the Causeway District is to preserve and enhance commercial character, make the area better for walking and biking, and improve the appearance and quality of buildings.

Mayor Cooper reminded the boards that none of the changes would affect the trailers on Davis Blvd or other trailer parks. We are not changing any rules concerning mobile home parks or uses.

The two main issues to discuss tonight are the ground-floor commercial requirements and the location of the required parking.

He reviewed the proposed subzones that everyone seemed to agree upon at the last meeting. COR-1 allows for single-family, duplex, or multifamily without ground floor commercial. Stand-alone commercial uses are still allowed in COR-2 and COR-3.

**Building Height:** The current building height limits are 45 feet for residential and 55 feet for non-residential and multifamily and incentives for mixed-use. The proposed new heights from last month's meeting are 45 feet for COR-1; 55 feet for COR-2 and COR-3 and removed the mixed-use incentives. A maximum of four stories throughout the district is proposed.

**Side and Rear Setbacks:** The proposed side setbacks are: 5 feet for buildings 5,000 square feet or less; 10 feet for buildings 5,000 square feet or greater; 10 feet from the adjacent zoning district (outside of COR); and a 10-foot minimum separation between buildings in the same development. The boards discussed requiring 7-foot setbacks on the smaller 50-foot lots, there are approximately 10 of these lots. Larger side setbacks create visual connections to the water. The boards proposed rear setbacks of 10 feet for construction on West Fort Macon Road to provide a larger buffer for the homes on Davis Blvd. and to add a note in the ordinance that if more than one building was on a parcel, the square footage is combined.

There was discussion on the setbacks and allowing parking in the setbacks. This zone is designated as an Urban Waterfront designation, which allows construction up to the bulkhead. It would still take creative engineering to meet the stormwater rules.

**Front Setbacks & Building Frontage:** These updates will result in buildings being built closer to the edge of the sidewalk. Sidewalks over time will move from alongside the busy Causeway to the front of commercial uses. Building frontage requirements will include doors facing the sidewalk, transparency/window requirements, and permitted frontage types based on subzone. Storage and inventory display must be on the side or rear.

There was a lot of discussion on the requirement for new commercial frontage sidewalks and how they will ever be connected.

**Building Materials:** It is proposed to prohibit vinyl siding, prefab metal siding, synthetic stucco, and asphalt shingles. Chain link fencing is prohibited.

**Signage Rules:** Pedestrian-scaled signs will be required. Temporary signage on the roadside is prohibited.

**Permitted Uses:** The existing table of uses was updated to remove intense industrial type uses since they are not compatible with a downtown district. There will be limitations on commercial uses in COR-1.

Councilmember Navey wanted to ensure commercial fishermen could still operate their businesses with these amendments. Jennifer confirmed they would probably fall under home occupation and would be permitted.

**Parking:** It is proposed to use existing parking standards for all uses in COR zones and add provisions for offsite, on-street, and shared parking requirements for the district.

Hursey would like parking to be a recommendation, not a requirement, to encourage walking and biking.

Mayor Cooper asked staff to prepare visual examples of the proposed amendments demonstrating the parking and sidewalk options. Engineer Ron Cullipher was asked to help with renderings demonstrating the parking options.

Hursey wants to ensure there are rules for landscaping and plantings.

Jones asked about the lots on Old Causeway that the property owner spoke about last month to ensure he could build. It was confirmed that the area is in the COR-1 zone and it is permitted.

#### **MAYOR/COUNCIL/PLANNING BOARD COMMENTS**

None.

#### **ADJOURNMENT**

There being no further business the meeting was adjourned. The time was 7:37p.m.

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

TOWN OF ATLANTIC BEACH

ATTEST:

(seal)  
  
Katrina Tyer-Town Clerk



  
A. B. Cooper, III - Mayor