



**PLANNING BOARD
SPECIAL MEETING AGENDA
Tuesday, January 9, 2024 at 6:00pm
Town Boardroom – 125 West Fort Macon Road**

- 1. CALL TO ORDER**
- 2. EXCUSE ABSENT BOARDMEMBER(S) IF NECESSARY**
- 3. ELECTION OF CHAIR AND VICE-CHAIR**
- 4. APPROVAL OF AGENDA**
- 5. APPROVAL OF MEETING MINUTES**
- 6. NEW BUSINESS**
 - A) PUBLIC HEARING - ZTA-24-1: Recreation/Entertainment, Event Venues. Zoning text amendments are proposed related to the allowance of Event Venues and their associated Use-Specific Standards.

Action Needed:
 - 1) Conduct a public hearing; and
 - 2) Review and provide a recommendation on the proposed text amendments to include the adoption of a Statement of Consistency.
- 7. OLD BUSINESS**
- 8. PLANNING BOARD/STAFF COMMENTS**
- 9. ADJOURNMENT**



PLANNING & INSPECTIONS DEPARTMENT

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Memorandum

To: Planning Board
From: Jennifer H. Ansell, Planning and Development Director
Date: December 5, 2023
Subject: ZTA-24-1: Event Venue Text Amendments

Overview: In June, Council asked that we study the allowances for Event Venues and their related use standards, including creating classifications for “minor” and “major” uses.

Presently, Event Venues are allowed pursuant to the issuance of a Special Use Permit in the MHI and MUN zoning districts. They are currently allowed as a permitted use in the CIR, CPY and COR zones.

Action Needed: The Planning Board shall review the proposed text amendments and make a recommendation including whether they are consistent with the Town's adopted policy guidance, including any plan adopted according to G.S. 160D-501. The recommendation shall include a Statement of Consistency as required by NC GS 160D-604.

Attachments

Proposed Text Amendments
Planning Board Statement of Consistency

ARTICLE 18-4. - USE STANDARDS

18.4.1. - Principal Use Table.

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 Category	Use Type	Zoning District					Additional Standards
		Mixed Use		Commercial			
		MUN	MHI	CIR	CPY	COR	
COMMERCIAL USE CLASSIFICATION							
Recreation/ Entertainment	Event venue, major	S	S·	P	P	P	18.4.7.C.8.b
	Event venue, minor	P	P	P	P	P	18.4.7.C.8.b

18.4.5. - Commercial Use Classification.

TABLE 18.4.5: COMMERCIAL USE CLASSIFICATION		
J. RECREATION/ENTERTAINMENT	1. Characteristics:	
	The Recreation/Entertainment Use Category is characterized by use types that provide recreational, amusement, and entertainment opportunities that are commercial in nature.	
	2. Use Types:	
	c. Event venue, minor	A commercial establishment and associated grounds accommodating up to 500 guests/patrons which is engaged in the hosting and production of pre-planned events like such as weddings, corporate parties and meetings, live performances (music) or reunions. Typical accessory uses include kitchens or meal preparation space, limited overnight accommodations, photography studios, facilities to accommodate live or recorded music, on- and off-site parking, and outdoor recreation facilities.
	d. Event venue, major	A commercial establishment and associated grounds accommodating more than 500 guests/patrons which is engaged in the hosting and production of pre-planned events such as weddings, corporate parties and meetings, live performances (music) or reunions. Typical accessory uses include kitchens or meal preparation space, limited overnight accommodations, photography studios, facilities to accommodate live or recorded music, on- and off-site parking, and outdoor recreation facilities.
	3. Exceptions:	
	a. Athletic facilities that are owned and maintained by a governmental department or agency, including public golf courses, are considered Open Space.	

18.4.7. - Use-Specific Standards.

C. Commercial Uses.

8. Recreation and Entertainment.

b. *Event Venue.* Event venues shall be operated in accordance with the following standards:

- i. *Setbacks.* Outdoor activity areas shall be set back from lot lines shared with a residential use by an amount at least twice the minimum rear setback for the district where the use is located.
- ii. *Maximum Number of Guests.* The maximum number of guests shall be in accordance with the maximum occupancy ~~of established for~~ the principal structure ~~and associated venue use area (grounds)~~ as determined by the ~~F~~ire Marshal or ~~F~~ire Chief.
- iii. *Hours of Operation.* Outdoor activities shall not take place between the hours of midnight and 7:00 a.m.
- iv. *Lighting.* Exterior lighting shall not project into adjoining residential lots. Use of stadium-style or other pole-mounted lighting is prohibited. Lighting of accessible paths may be provided, if necessary.
- v. *Noise.* The event venue must comply with noise restrictions in Chapter 11, Nuisances, of the Town Code.
- vi. *Parking.* ~~Parking shall be provided in accordance with Section 18.5.3, Off-Street Parking and Loading.~~
 - a) In cases where off-site parking is employed, ~~and in the absence of pedestrian accessways,~~ the event venue shall ~~maintain an agreement with the owner of land where vehicles are parked.~~ provide a means of transport to the off-site location via shuttle or other approved service.
 - b) The venue shall ensure guests may access the venue safely from off-site parking areas.
 - c) In no instance shall vehicles be parked along streets in ways that block driveways, sight triangles, or emergency access.
- vii. *Trash and Debris.* The event venue shall provide sufficient on-site trash receptacles, and shall ensure that windblown trash or other debris does not accumulate anywhere on the site.
- viii. *Outdoor Activity.* Event venue uses shall demarcate the boundaries of the event venue site for guests and shall include fences, walls, or other techniques such as landscaping to ensure guests to do not inadvertently trespass on adjacent lots.
- ix. *Emergency Access.* Event venues shall ensure adequate ingress and egress from all buildings and structures to accommodate emergencies.
- x. *Accessory Accommodations.* An event venue may provide up to four (4) accessory apartments on-site, whether within the principal or accessory structures, for use by guests renting the establishment. Accessory accommodations shall meet the requirements in Section 18.4.8.D.1, Accessory Dwelling Unit.
- xi. ~~A special event application is required for any event with an expected attendance of 50 or more guests or patrons and for events requiring a tent/canopy permit, outdoor fireworks permit, or amplified sound permit. Applications must be submitted to the Parks and Recreation Director no less than thirty (30) days prior to the proposed event date.~~

PLANNING BOARD STATEMENT OF CONSISTENCY

**ZTA-24-1, Recreation/Entertainment, Event Venues
Text Amendments**

This Statement of Consistency is hereby adopted in accordance with NC G.S. 160D-604 for the proposed text amendments to Article 18 of the Unified Development Ordinance (UDO).

WHEREAS, the Planning Board met on January 9, 2024 to discuss the appropriateness of amending the ordinance at issue and made the following findings and conclusions: These amendments are consistent with the Town of Atlantic Beach CAMA Core Land Use Plan, hereinafter referred to as the Plan;

WHEREAS These amendments are consistent with the Plan because they support Goal 1, to Protect Community Character and the Town’s identity as a small, family-oriented beach community, and;

On the basis of foregoing findings, conclusions, and reasoning, the Town of Atlantic Beach Planning Board does hereby recommend approval of the proposed text amendments, as proper, consistent with the most recently adopted CAMA Core Land Use Plan, and with the other plans of the Town; and finds that the amendments are reasonable in scope and approach pursuant to such plans; and are in the public interest.

Adopted this the 9th day of January 2024.

Neil Chamblee, Chairman

Katrina Tyer, Planning Board Secretary



PLANNING BOARD NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Town of Atlantic Beach Planning Board will hold a public hearing on **Tuesday, January 9, 2024 at 6:00 pm** in the boardroom at Town Hall, located at 125 West Fort Macon Road. The purpose of the public hearing is to review, discuss, and hear public comment, both oral and written, regarding the following:

ZTA-24-1: Recreation/Entertainment, Event Venues. Zoning text amendments are proposed related to the allowance of Event Venues and their associated Use-Specific Standards. Amendments will establish minor and major classifications for the use category and address requirements related to number of attendees, parking, permitting requirements, etc.

For questions and/or comments, contact the Planning Department
at (252) 726-4456.

Posted this 14th day of December 2023.

Published in the Carteret News Times on December 27th and January 3rd