



**MINUTES**  
**Town of Atlantic Beach, North Carolina**  
**Special Planning Board Meeting**  
**125 W Fort Macon Road**  
**Thursday, November 9, 2023 at 6:00pm**



A special meeting of the Atlantic Beach Planning Board was held Thursday, November 9, 2023 at 6:00pm in the Town Boardroom, 125 West Fort Macon Road, Atlantic Beach, North Carolina.

**Members Present**

Neil Chamblee, Chair  
Phillip Hursey  
Phil Jones  
Sharron Wilson

**Members Absent**

David Johnson  
Llewellyn Ramsey  
Curt Winbourne

**Others Present**

Jennifer Ansell, Planner  
Katrina Tyer, Clerk  
Elisabeth Webster, Planner  
Harry Archer, Councilmember-Elect

**CALL TO ORDER**

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

**EXCUSE ABSENT BOARD MEMBERS**

Jones made a motion *to excuse* David Johnson and Llewellyn Ramsey. Seconded by Wilson. Vote was unanimous, 4-0. Motion carried. Curt Winbourne did not communicate with the board regarding his absence.

**APPROVAL OF MEETING MINUTES**

Wilson made a motion *to approve* the October 3, 2023 meeting minutes. Seconded by Hursey. Vote was unanimous, 4-0. Motion carried.

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

On October 3, 2023, the Planning Board made a motion to recommend approval (with concerns) of the proposed text amendments for the Causeway Small Area Plan/Commercial Corridor, however, the motion did not include a Statement of Consistency as required by NCGS 160D-604. Staff is requesting the board ratify their previous motion and adopt the required Statement of Consistency.

Jennifer briefly explained the intent and purpose of the Consistency Statement, explaining the board is charged with confirming this plan is consistent with the Plans of Atlantic Beach.

Hursey made a motion *to ratify* the October 3, 2023, motion to recommend approval (with concerns) of the proposed text amendments for the Causeway Small Area Plan/Commercial Corridor and *to adopt* the Statement of Consistency. Seconded by Wilson. Vote was 4-0.

**PLANNING BOARD/STAFF COMMENTS**

None.

**ADJOURN**

There being no further action taken or business before the Board the meeting stood adjourned. The time was 6:02pm.

These minutes were approved at the November 9, 2023 meeting of the Atlantic Beach Planning Board.

ATTEST:

  
Katrina Tyer - Town Clerk



TOWN OF ATLANTIC BEACH

  
Neil Chamblee, Chairman