



**Minutes**  
**Town of Atlantic Beach**  
**Town Council and Planning Board Joint Meeting**  
**August 6, 2019**

**Town Council Members Present**

Mayor Trace Cooper  
Mayor Pro Tem Richard Porter  
Harry Archer  
Rich Johnson  
Danny Navey  
Austin Waters

**Town Council Members Absent**

None

**Staff Present**

Michelle Shreve, Planner  
Katrina Tyer, Clerk  
David Walker, Town Manager  
Nick Krebs, Planner

**Planning Board Members Present**

Neil Chamblee, Chair  
Mark Ferrell  
Norm Livengood  
Doug McCullough  
Llewellyn Ramsey  
Curt Winbourne

**Planning Board Members Absent**

Lynne Brown

**Others Present**

Ron Cullipher, Engineer  
Fred Bunn, Developer  
Mike Shutak, Carteret News Times

**CALL TO ORDER**

Mayor Cooper called the meeting to order at 4:00pm and explained the process of the joint meeting. He welcomed Mark Ferrell to the Board. Katrina administered the oath the Mr. Ferrell prior to the meeting.

**APPROVAL OF AGENDA**

Councilmember Archer made a motion *to approve* the agenda. Seconded by Mayor Pro Tem Porter. Vote was unanimous, 5-0. Motion carried.

**EXCUSE ABSENT MEMBERS**

Winbourne made a motion *to excuse* Lynne Brown due to a family emergency. Seconded by Ramsey. Vote was unanimous, 6-0. Motion carried.

**APPROVAL OF MINUTES**

Councilmember Navey made a motion *to approve* the January 8, 2019 Joint Council Planning Board meeting minutes. Seconded by Councilmember Waters. Vote was unanimous, 6-0. Motion carried.

McCullough made a motion *to approve* the July 2, 2019 Planning Board Minutes. Seconded by Dean. Vote was unanimous, 6-0. Motion carried.

**TOWN COUNCIL & PLANNING BOARD DISCUSSION - MSP-19-06MOD – Circle Tract 8 Split**

**Staff Presentation**

Michelle reviewed the request to modify the major site plan for The Grove Oceanside II, approved November 26, 2018. In order to modify an existing approved major site plan, it must be reviewed using the same procedures used to approve it, but only the modifications are reviewed. The developer is requesting to subdivide Tract 8 so that the Tackle Box Tavern (117 Atlantic Boulevard) and the second proposed commercial building (115 Atlantic Boulevard) are on their own lots and to reduce the square footage of the second proposed commercial building at 115 Atlantic Boulevard. This will give a cleaner sale and title.

**Public Hearing**

Councilmember Archer made a motion *to open* the public hearing. Seconded by Mayor Pro Tem Porter. Vote was unanimous, 5-0. Motion carried. The time was 4:07pm.

No comments

Councilmember Archer made a motion *to close* the public hearing. Seconded by Mayor Pro Tem Porter. Vote was unanimous, 5-0. Motion carried.

**Council and Planning Board discussion and recommendation**

Councilmember Archer made a motion *to recuse* Mayor Cooper and Mayor Pro Tem Porter due to potential conflict of interest for operating businesses at the Circle. Seconded by Councilmember Waters. Vote was unanimous, 4-0. Motion carried. Councilmember Navey ran the meeting.

There were not any comments or discussion from Council or the Planning Board. It was determined the proposed Master Site Plan Modification, Circle Tract and Split complies with Town Ordinances. Councilmember Navey made a motion *to approve* the Site Plan for MSP-19-06MOD: Circle Tract and Split as presented. Seconded by Councilmember Johnson. Vote was unanimous, 4-0. Motion was carried.

Councilmember Archer made a motion *to return* Mayor Cooper and Mayor Pro Tem Porter to the meeting. Seconded by Councilmember Navey. Vote was unanimous, 4-0. Motion carried.

**PLANNING BOARD ONLY – UDO AMENDMENT**

Michelle presented an amendment to the Unified Development Ordinance to allow 10 foot street setbacks in the Mixed-Use Neighborhood (MUN) zoning district, the pre-UDO standard. This area includes Money Island (platted in 1935) and Triple S (platted in 1952). Current development and anticipated re-development struggle with the current 20 foot setbacks. Staff is recommending reducing street setback to 10ft similarly to RSD zoning district and pre-UDO standards

**Public Hearing**

Winbourne made a motion *to open* the public hearing. Seconded by Councilmember Ramsey. Vote was unanimous, 6-0. Motion carried.

No comments.

McCullough made a motion *to close* the public hearing. Seconded by Ferrell. Vote was unanimous, 6-0. Motion carried.

**Planning Board Discussion and Recommendation**

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

**MAYOR/COUNCIL/PLANNING BOARD COMMENTS**

None.

**ADJOURNMENT**

There being no further business meeting was adjourned. The time was 4:14 pm.

These minutes were approved at the January 27, 2020 Regular Council meeting.

TOWN OF ATLANTIC BEACH

ATTEST

  
Katrina Tyer - Town Clerk



  
B. Cooper, III – Mayor