MINUTES
Town of Atlantic Beach, North Carolina
Planning Board Meeting
125 W Fort Macon Road
Tuesday, April 2, 2024 at 6:00pm

A special meeting of the Atlantic Beach Planning Board was held Tuesday, April 2, 2024 at 6:00pm in the Town Boardroom, 125 West Fort Macon Road, Atlantic Beach, North Carolina.

Members Present	Members Absent	Others Present
Phillip Hursey	Neil Chamblee, Chair	Jennifer Ansell, Planning Director
Phil Jones	David Johnson	Katrina Tyer, Town Clerk
Llewellyn Ramsey	Curt Winbourne	Elisabeth Webster, Planner II
Sharron Wilson		John O'Daniel, Town Manager

CALL TO ORDER

The board waited for Phil Jones, who had notified the board he would be late, to arrive so a quorum would be present. Sharron Wilson called the meeting to order at 6:16pm.

EXCUSE ABSENT BOARD MEMBERS

Ramsey made a motion *to excuse* Neil Chamblee due to sickness, David Johnson due to being with family, and Curt Winbourne, who notified Chairman Chamblee of his absence. Seconded by Jones. Vote was unanimous, 4-0. Motion carried.

APPROVAL OF MARCH 12, 2024 MEETING MINUTES

Ramsey made a motion *to approve* the March 12, 2024 meeting minutes. Seconded by Hursey. Vote was unanimous, 4-0. Motion carried.

SIDEWALKS

Zoning text amendments are proposed to connect Article 18-5, Development Standards, 18.5.2., Access and Circulation, to the newly adopted sidewalk requirements under Chapter 16, Streets and Sidewalks, of the Town Code.

Ramsey made a motion *enter* public hearing. Seconded by Jones. Vote was unanimous, 4-0. Motion carried. The time was 6:19pm.

No comments.

Ramsey made a motion *exit* public hearing. Seconded by Jones. Vote was unanimous, 4-0. Motion carried. The time was 6:19pm.

Ramsey made a motion *to recommend* the proposed text amendment connecting Article 18-5 to Chapter 16, Streets and Sidewalks and *to adopt* the Statement of Consistency. Seconded by Hursey. Vote was 4-0.

EVENT VENUES

Zoning text amendments are proposed related to the permitting requirements for Event Venues. Staff is proposing to strike the event application requirement, the application process would be handled administratively.

Ramsey made a motion *enter* public hearing. Seconded by Jones. Vote was unanimous, 4-0. Motion carried. The time was 6:20pm.

No Comments.

Jones asked how this amendment would affect The Cottage. Staff clarified this would remove the mandate that every event over 50 attendees receive an event permit.

Ramsey made a motion *exit* public hearing. Seconded by Jones. Vote was unanimous, 4-0. Motion carried. The time was 6:21pm.

Hursey made a motion *to recommend* the proposed text amendment removing the event permit language under Section 18.4.7., Use-Specific Standards and *to adopt* the Statement of Consistency. Seconded by Ramsey. Vote was 4-0.

RESOLUTION OF SUPPORT - PARTF APPLICATION: TOWN PARK IMPROVEMENTS
A resolution has been prepared in support of the application for a Parks and Recreation Trust Fund (PARTF) Grant to support improvements to the Town Park.

Council directed Staff to pursue PARTF grant funding using the NC State design plan. The playground equipment was removed from the park in 2023 due to it being deteriorated/unsafe. The Town would like to install ADA-compliant playground equipment and extend the existing walking trail within the site. The Town would be responsible for a $161,322 match for a $322,644 project under the 50/50 grant. Awards should be made in August.

Hursey recommended utilizing polywood construction, which would be more durable in this environment.

Jones asked if the town was willing to purchase items and proceed with improvements at the park if we did not get the grant. O'Daniel stated that the town had purchased a new merry-go-round, planned to install a gaga ball pit, and to replace the fencing along West Fort Macon Road. He explained other improvements would be budget dependent.

Hursey made a motion *to approve* Resolution 24-04-01: Resolution of Support for the Town Park Improvements Project Parks and Recreation Trust Fund (PARTF) Grant Application. Seconded by Jones. Vote was unanimous, 4-0. Motion carried.

PLANNING BOARD/STAFF COMMENTS
Staff reminded the Board that they would be conducting a meeting regarding the Resilient Coastal Communities Program (RCCP) grant program at Crystal Coast Brewing to solicit input on how to improve town infrastructure related to stormwater, storm events and other natural disasters.

ADJOURN

There being no further action taken or business before the Board the meeting stood adjourned. The time was 6:37pm.

These minutes were approved at the September 3, 2024 meeting of the Atlantic Beach Planning Board.

TOWN OF ATLANTIC BEACH

Neil Chamblee, Chairman

ATTEST:

Katrina Tyer, Town Clerk