# MINUTES
# Town of Atlantic Beach, North Carolina
# Town Council and Planning Board Joint Meeting
# 125 West Fort Macon Road
# Tuesday, July 2, 2024 at 6:00 p.m.

The special joint meeting of the Atlantic Beach Town Council and Atlantic Beach Planning Board was held Tuesday, July 2, 2024 at 6:00 p.m. in the Town Boardroom, 125 West Fort Macon Road, Atlantic Beach, North Carolina.

**Councilmembers Present:** Mayor Navey, Mayor Pro Tem Austin Waters; Councilmembers: Harry Archer, Renea Baker

**Planning Board Members Present:** Phil Jones, Llewellyn Ramsey, Billy Whitford, Sharron Wilson, Curt Winbourne

**Councilmembers Absent:** Councilmember Dean and Councilmember Starling

**Planning Board members Absent:** Chairman Neil Chamblee

**Others Present:** John O'Daniel, Town Manager; Jennifer Ansell, Planning Director; Elisabeth Webster, Planner; Katrina Tyer, Clerk; Police Chief Clifton; Ron Cullipher, Engineer

Prior to the meeting, Katrina administered the oaths to Sharron Wilson, Curt Winbourne, and newly appointed member Billy Whitford.

Due to a lack of a quorum, the boards agreed to wait for Councilmember Baker before opening the meeting. Mayor Navey called the meeting to order at 6:07 p.m.

**EXCUSE ABSENT BOARD MEMBERS**

Councilmember Archer made a motion *to excuse* Councilmember Dean and Councilmember Starling. Seconded by Councilmember Baker. Vote was unanimous, 3-0. Motion carried.

Winbourne led the Planning Board. Jones made a motion *to excuse* Chairman Chamblee. Seconded by Wilson. Vote was unanimous, 5-0. Motion carried.

**PUBLIC HEARING: MSP-24-1: ATLANTIC BEACH ISLES DUPLEXES**

Review of a major site plan application for Atlantic Beach Isles received from the Cullipher Group, P.A. on behalf of Goldsboro Milling Company, Inc. to construct three duplexes at 103, 109, and 111 Old Causeway Road in the Commercial Corridor (COR) Zoning District. The property owner is James Maxwell III/Sleepy Creek Farms, Inc. PIN Numbers are: 637516944786000, 637516943970000, and 637516943945000.

Pursuant to Section 18.2.4., Specific Review Procedures: A Major Site Plan review is required for duplex development within the COR zoning district.

In December 2023, Council amended the ordinance for the Causeway Corridor, with amendments taking effect July 1, 2024. This application was received on May 23, 2024. So, the project was reviewed under the previous ordinance requirements, which allowed a zero-foot setback from property lines abutting commercial property.

Comments received at the TRC meeting are incorporated in the agenda packet.

The Town implemented a 1-foot freeboard requirement in March, so this project is subject to that requirement. Councilmember Archer asked if the freeboard requirement would change the roof line or if it would match the current roof lines. Engineer Ron Cullipher does not know at this point. The base will be a foot higher, but he does not think it will be noticeable from the exterior.

Staff has not seen the architect's plans; the height requirements will be addressed and ensured at that point. Staff is aware that the proposed plan is only a foot from the maximum height requirement. Mayor Pro Tem Waters wants to make sure the architect is aware of this issue.

Cullipher noted that these are basically the same as the previous units built, except they have stormwater. The previous units were built before stormwater was required. Two units will be built on the north side of the current units and one on the south side. The septic will be the same.

Mayor Pro Tem Waters made a motion *to enter* public hearing. Seconded by Councilmember Baker. Vote was unanimous, 3-0. Motion carried. The time was 6:16pm.

No Comments. Marvin Wooten, 105B Old Causeway, signed up to speak but declined at this time.

Councilmember Baker made a motion *to exit* public hearing. Seconded by Mayor Pro Tem Waters. Vote was unanimous, 3-0. Motion carried. The time was 6:17pm.

Wilson made a motion *to recommend* approval of the Concept Proposal for construction of three duplexes located at 103, 109, and 111 Old Causeway Road in the Commercial Corridor (COR) Zoning District known as Atlantic Beach Isles by Goldsboro Milling Company. Seconded by Ramsey. Vote was 5-0.

Mayor Pro Tem made a motion *to approve* the Concept Proposal for construction of three duplexes located at 103, 109, and 111 Old Causeway Road in the Commercial Corridor (COR) Zoning District known as Atlantic Beach Isles by Goldsboro Milling Company. Seconded by Councilmember Baker. Vote was 3-0.

**COUNCIL/PLANNING BOARD/STAFF COMMENTS**
None.

**ADJOURN**

There being no further action taken or business before the Boards the meeting stood adjourned. The time was 6:21pm.

These minutes were approved at the August 29, 2024 meeting of the Atlantic Beach Town Council.

TOWN OF ATLANTIC BEACH

Danny Navey, Mayor

ATTEST:

Katrina Tyer, Town Clerk