PLANNING BOARD
REGULAR MEETING AGENDA
Tuesday, January 6, 2026, at 6:00 pm
Town Boardroom – 125 West Fort Macon Road

1. **CALL TO ORDER**
2. **EXCUSE ABSENT BOARD MEMBER(S) IF NECESSARY**

3. **NEW BUSINESS**

B) MSP 24-2 FMB The Grove – Phase II

Review the major site plan consisting of two 7-story buildings with ground floor golf cart parking and residential storage, approximately 8,000 square feet of commercial space on the second level, and 29 residential units on the upper stories. In addition, eight residential units are being proposed on the south side of Atlantic Blvd., with approximately 1,295 square feet of commercial on the south side of Atlantic Blvd.

1) Staff Presentation
2) Planning Board Discussion and Recommendations

Actions Needed:

1. Recommendation of approval of the site plan to Town Council; or
2. Remand the major site plan to TRC.

4. **OLD BUSINESS**
5. **PLANNING BOARD/STAFF COMMENTS**
6. **ADJOURNMENT**

MSP-24-2 The Grove
Major Site Plan Review Summary
Phase II
January 6, 2026

Application Details

Date of Application: October 1, 2024
Property Owner: FMB At The Grove, LLC
Applicant Name: The Cullipher Group, P.A.

Property Details

Project Name: The Grove
PIN Numbers: Multiple
Street Addresses: 100 and 110 Atlantic Blvd.
Zoning District: Circle Subzone A and A-1
Flood Zones: AE 9

Description of Major Site Plan

A Major Site plan application has been received from the Cullipher Group, P.A., on behalf of Fred Bunn to construct 2 seven-story buildings with ground floor golf cart parking and residential storage, approximately 8,000 square feet of commercial space on the second level, and 29 residential units on the upper floors. In addition, eight single-family condo units are being proposed with approximately 1,295 square feet of commercial on the south side of Atlantic Blvd.

Pursuant to Section 18.2.4., Specific Review Procedures, Major Site Plan review is required for non-residential development in the CIR.

Major Site Plan Review Process

Phase One

- Pre-application Conference – September 2024
- Neighborhood Meeting – Not conducted
- Submitted Application - October 1, 2024
- Technical Review Committee - October 22, 2024
- Public Hearing Notification
  - Carteret News Times - November 10, 2024
  - Letters sent November 8, 2024
  - Sign posted November 6, 2024
- Concept Proposal Public Hearing (Joint Planning Board and Council) - November 25, 2024

Phase Two

- Application Received - September 24, 2025
- Technical Review Committee - December 9, 2025
- Planning Board Review and Recommendation - January 6, 2026
- Town Council Review and Decision -

Action Needed

1) Recommend approval of the major site plan as proposed to Town Council; or
2) Remand the major site plan to TRC

Attachments

UDO Compliance Matrix
TRC Meeting Synopsis
The Grove Plans

Issue	Reference	Notes
Applicability/ Intent	§18.3.5.B.1.	• "Development in the CIR district shall take place only in accordance with the standards in this table and other relevant standards in this ordinance." • Project is designed to comply with CIR district and other relevant standards
Density	§18.3.5.B.2.	• Maximum Gross Residential Density – 50 (units per acre) • Development shall not exceed maximum allowable FAR, even if additional residential density is available. • Maximum density may be increased to 55 (units per acre) based on inclusion of non residential floor area. • Lot recombination will be required prior to issuance of building permit
Lot Area/Size	§18.3.5.B.2.	• No minimum lot area for uses served by public or private sanitary sewer
Floor Area Ratio (FAR)	§18.3.5.B.2. §18.3.5.B.7.	• The maximum allowable amount of floor area per lot is determined by multiplying the lot's square footage by the floor area multiplier corresponding to the number of building stories in Section 18.3.5.B.a.ii, Floor Area Multiplier. • The maximum amount of floor area is then divided by the number of building stories to determine the approximate amount of floor area per building story. • To ensure floor area within a multi-story building is equitably distributed, no single story of a building shall have a floor area that exceeds the floor area of the smallest story by more than one hundred twenty-five (125) percent.d)The portions of building area that are or are not counted as floor area as described in Section 18.10.2.F, Gross Floor Area. • The Floor Area Multiplier for 6 stories is 1.4
Impervious Surface Coverage	§18.3.5.B.2..	• Lots that include stormwater management devices prepared in accordance with a stormwater management master plan meeting the Town's minimum requirements or that are subject to a State stormwater permit have no impervious coverage limitations • State stormwater permit exempts this from TOAB requirements.
Setbacks/Spacing	§18.3.5.B.2.	• Setback from Atlantic Blvd between 0-15 feet • Side setback is 5- feet • Rear setback is 0.
Building Height	§18.3.5.B.7.	• Maximum building height in CIR Sub Zone A-1 is 185 – feet

Issue	Reference	Notes
		• Maximum building height in CIR Sub Zone A is 155 feet • Building height appears to meet requirements at this time. Will be verified at building permit.
Open Space	§18.3.5.B.7.	• The combination of open space and public sites provided shall be a minimum of 15 percent of the gross acreage of the tract of land, and shall not include streets, parking, or required landscaping.
Driveways	§18.3.5.B.7..	• A minimum separation between driveways of fifty (50) feet is required in the CIR district. • A minimum separation between driveways and intersecting streets of fifty (50) feet is required in the CIR District. • One-way driveways shall be a minimum of twelve (12) feet and a maximum of eighteen (18) feet in width. • Two-way driveways shall be a minimum of eighteen (18) feet and a maximum of twenty-five (25) feet in width. • Wherever feasible, the establishment of joint use driveways servicing two (2) abutting properties shall be required. • Driveways appear to meet criteria.
Sidewalks	§18.3.5.B.7.	• Sidewalks shall be required within the CIR district for all new development, and any redevelopment of a parcel where total renovation costs equal to or exceed fifty (50) percent of the most recent tax appraisal of the building. • Sidewalks located along Fort Macon Road, Atlantic Boulevard, East Drive, and West Drive shall be a minimum of eight (8) feet in width. In places with high pedestrian volumes, sidewalks should be designed to meet the anticipated pedestrian/traffic volume.

Issue	Reference	Notes
Parking	§18.3.5.B.7.	• Parking spaces shall be provided at a ratio of one (1) space per each three hundred (300) square feet of gross floor area for commercial or office space and one and one-half (1½) spaces per residential dwelling unit or hotel room. • Parking requirements within the CIR district may be furnished by on-site facilities, off-site facilities, or a combination of both. Public parking facilities serving multiple tenants or uses are recommended and encouraged in addition to the creation of single-use, private parking lots. • **Building 1 Required:** 800 sq. feet / 300 = 27 spaces required. • **Building 1 Required:** 29 units x 1.5 = 44 spaces required. • **Building 2 Required:** 800 sq. feet / 300 = 27 spaces required. • **Building 2 Required:** 29 units x 1.5 = 44 spaces required. • **Commercial Required:** 6 units at 225 sq. feet per unit = 1350 / 300 = 5 spaces required. • **Residential Required:** 7 units x 1.5 = 11 spaces required • **Total Parking Required: 158** • **Total Parking Provided 177** *Handicap parking spaces were not included in parking calculations
Landscaping	§18.3.5.B.7.	• For developments in the CIR district, the landscaping requirements provided in Section 18.5.4, Landscaping, shall be exempt; however, the perimeter buffer requirements of Section 18.5.4, Landscaping, shall apply.
Tree Preservation	§18.5.5.	• No existing trees.
Solid Waste Collection	§18.5.6 §15-21	• Solid waste collection screening information needed.
Exterior Lighting	§18.5.8	• Exterior lighting is not reviewable at this time. Provide details with building permit

Issue	Reference	Notes
Building Design	§18.3.5.B.7.	• Building facades shall be generally parallel or perpendicular to the street in order to form a continuous street wall. • Buildings shall include an entrance facing the public street they front. Entries on side streets are encouraged, but not required. • All principal building entryways shall incorporate an entryway transition (e.g., an arcade, canopy, archway, patio, building wall projection or recess, etc.) between the building façade at the street it faces. • Improved pedestrian access shall be provided to all public entryways that are not adjacent to a sidewalk or pedestrian way. • Entryways for Buildings Fronting Fort Macon Road, Atlantic Boulevard, East Drive, and West Drive. Buildings fronting Fort Macon Road, Atlantic Boulevard, East Drive, and West Drive shall be configured so that at least seventy-five (75) percent of one (1) level is occupied by non-residential uses. Access to the required non-residential use(s) shall be provided at ground level and shall be handicapped accessible. • Building facades subject to these standards shall be configured to emphasize visual interest for the pedestrian through inclusion of one (1) or more of the following elements a) Modulation of the building façade, or projections or recesses from the primary building wall plane of a depth of at least three (3) feet; b) Inclusion of building elements that break up the building façade such as balconies, porches, canopies, towers, entry areas, or building wings; c) Inclusion of building focal points such as distinctive entry features; or d) Changes to building materials in logical locations and having logical expanses. • Building Facades Fronting Fort Macon Road, Atlantic Boulevard, East Drive, and West Drive. Buildings facades facing these streets shall include building articulation features across the first three (3) stories. • At least fifty (50) percent of the ground-floor level of the front façade of a building shall be configured to include windows, doors, or other visually permeable openings.

Issue	Reference	Notes
		• Not enough information provided. o Please provide additional details with building permit.
Signage	§18.5.10	• Signage for the development is not reviewable at this time. o No signage information submitted
Stormwater	§18.6.1	• State stormwater permit exempts this from Town requirements.
Flood Damage Prevention	§18.6.3	• Phase I (south of Atlantic Blvd.) commercial units and upper story condos appear are in an A-9 Flood Zone • Phase I (north of Atlantic Blvd) appear to currently be in a A-9 flood zone • Phase II (north of Atlantic Blvd) appear to currently be in a A-9 flood zone • Confirm compliance during building permit application process.

PLANNING & INSPECTION DEPARTMENT
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Elisabeth Webster
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Memorandum

To: Planning Board
From: Elisabeth Webster, Planning and Development Director
Date: January 6, 2026
Subject: Technical Review Committee Meeting Synopsis

The Technical Review Committee met in the Boardroom at 10:30 am on Tuesday, December 9, 2025. The purpose of the meeting was to review the concept proposal for **MSP-24-2 FMB The Grove**, located at 100 and 110 Atlantic Blvd. in Atlantic Beach.

A summary of the comments received has been provided below.

MSP-24-2: FMB
The Grove

Review the major site plan consisting of two 7-story buildings with ground floor golf cart parking and residential storage, approximately 8,000 square feet of commercial space on the second level, and 29 residential units on the upper stories. In addition, eight residential units are being proposed on the south side of Atlantic Blvd., with approximately 1,295 square feet of commercial on the south side of Atlantic Blvd.

Those in attendance were Elisabeth Webster, Planning Director; Casey Arthur, Deputy Chief/Fire Marshal; Ron Cullipher, Cullipher Group, P.A., Engineer/Applicant; Marc Schulze, Public Works Director; Leghe Gerald, Water Supervisor; David Clifton, Chief of Police, Tobbi Bowden, Building Inspector for Carteret County; Renea Baker, Council member; Austin Waters, Council member; Sharron Wilson, Planning Board member; Llewellyn Ramsey, Planning Board member; Phil Jones, Planning Board member; Billy Whitford, Planning Board member; Neil Chamblee, Planning Board member; and Phil Jones, Planning Board member.

Tobbi Bowden asked if the engineer planned on submitting the project to the NC Department of Insurance as a high rise.

Casey Arthur brought up maintenance concerns with the required sprinkler system in the parking deck located on the south side of Atlantic Blvd due to the first floor of the parking deck being open on all side and its ocean

front location. Ron Cullipher stated that he would investigate closing off the ocean side of the parking deck to help alleviate some of the saltwater air exposure.
Casey also stated that he was good with the parking changes made from the concept submittal regarding the apparatus access road for the two high rise buildings.

Additionally, Casey brought up a concern regarding the apparatus access road to the residential units located on the south side of Atlantic Blvd., with the commercial buildings in front. Ron stated that he would meet with Casey in his office later to discuss it further.

Elisabeth brought up the need to look at the side setbacks for the residential units on the south side of Atlantic Blvd., with the alley ways on both sides it appears the side setback requirement would be 5-feet. She also stated that this project has a State Stormwater Permit and a CAMA Major Permit exempting it from the Town's stormwater requirements.

Additional comments made by others included questions regarding fencing around the proposed ocean front pool, the number of parking spaces that will be lost, if the parking for the project will be public or paid, and if the proposed dumpsters were adequate for the anticipated trash.