

CAROLINA BEACH

Planning and Zoning Commission Meeting Minutes
Thursday, August 13, 2020 @ 6:30 PM
Council Chambers
1121 North Lake Park Boulevard
Carolina Beach, NC 28428

ASSEMBLY

The Town of Carolina Beach Planning and Zoning Commission meeting was held on Thursday, August 13, 2020, at 6:30 PM in Council Chambers.

PRESENT: P&Z Vice Chairman Deb LeCompte, P&Z Commissioner Wayne Rouse, P&Z Commissioner Melanie Boswell, P&Z Commissioner John Ittu, and P&Z Commissioner Jeff Hogan

ABSENT: P&Z Chairman Keith Bloemendaal and P&Z Commissioner Mike Hoffer

ALSO PRESENT: Planning Director Jeremy Hardison and Planner Miles Murphy

VICE CHAIRMAN LECOMPTE CALLED THE MEETING TO ORDER

APPROVAL OF MINUTES

1. Review and Approve Meeting Minutes from June 11, 2020

ACTION: Motion to accept the minutes as written

Motion: Commissioner Rouse

Second: Commissioner Jeff Hogan

Vote: 5-0

STAFF REPORT ON RECENT COUNCIL MEETINGS

- 1415 South Lake Park Boulevard nearing completion
- Planned Unit Development at 409-413 Carolina Beach Avenue North near completion
- Town Council approved 522 North 7th Street Conditional Use Permit 5-0

STAFF REPORT ON RECENT DEVELOPMENTS

Mr. Murphy reported the following statistics for the past two months:

Permitting

- 60 permits (renovation, repair, grading, additions, fence)
- 16 residential new construction
- 27 certificates of occupancy

Code Enforcement

- 30 complaints received
- 17 resolved

Demolition

- 109 Cape Fear Boulevard: Internal demolition has started. Crews were taking out asbestos until Hurricane Isaias hit. Exterior demolition should begin in the next few weeks.
- 1213 Canal Drive: This property will be demolished, but the owners ran into Coastal Area Management Act (CAMA) permit difficulties. There is an outflow pipe for stormwater that runs through the left side of the property, and the bulkhead is decimated there. The owners must get a major CAMA permit to rebuild the whole area due to wetlands, so progress has been delayed.

New Business (change of ownership)

- CB Bike Shop, 915-A North Lake Park Boulevard
- North End Java Stop/Half-Way House Grocery Store, 910 Carolina Beach Avenue North: These are two separate businesses that are next to each other but not connected. The former grocery store is reopening under the ownership of the coffee shop.

Hurricane Isaias

- Damage assessment completed; minimal damage overall; some structures deemed unsafe by Building Inspector

Coming Up

- Conditional Use Permit: 8-unit Planned Unit Development at 202 Carolina Beach Avenue South
- Text amendment: nonconforming structures
- Text amendment: sign ordinance overhaul
- Text amendment: road improvement standards
- Conditional Use Permit for daycare at 105 Dow Road – Seaside Church
- Land Use Plan public comment session – August 20

Commissioner Rouse asked if The Fat Pelican building, which sustained damage during Hurricane Isaias, had been declared unsafe. Mr. Murphy said no, but the owners are planning to come in soon for a building permit. He said he had no further information on the property at this time.

PUBLIC DISCUSSION

2. Land Use Plan Update

Mr. Hardison said Town Council was in favor of the same recommendations that the Planning and Zoning Commission had made with one change: a clarification where the Central Business District (CBD) line would end at Pelican Lane. Chairman Bloemendaal, Vice Chairman LeCompte, and Commissioner Rouse were all at the meeting and said they would be OK with that change. All revisions have now been compiled into one plan. Town Council wanted to have another opportunity to present the Land Use Plan to the public in a forum that is not as restrictive as Town Hall, so there will be an outdoor open house at Carolina Beach Lake Park on August 20 at 6:00 PM. Vice Chairman LeCompte said she will plan on attending this. The next step would be for Town Council to vote on the Land Use Plan during the September regular meeting.

DISCUSSION ITEMS

3. Review the Preliminary Plat Approval for Hidden Hills Phase II Subdivision

Mr. Hardison reviewed the background and request. The applicant, Ann Freeman, is requesting preliminary plat approval for Hidden Hills Phase II Subdivision located on the west side of Saint Joseph Street, east of Portside Village. Hidden Hills Subdivision has a total area of 6.3 acres and was approved for 10 lots in 2005. Two of the lots were combined for a total of nine lots. Seven of the lots have been developed. Phase II will consist of six lots for a total of 15 lots for the subdivision. The lots will be 23,000-73,000 square feet. There is an existing access (Hidden Hills Drive) to the subdivision from Saint Joseph Street and with a 42-foot private right-of-way. The applicant proposes to extend the existing 42-foot Oak Outlook Way right-of-way 225 feet to the south. The pavement will match the exiting width of 22 feet. There will be a 40-foot-by-120-foot hammerhead at the end of Oak Outlook Way for turnaround access. A small portion of the proposed lots is in a flood zone and wetlands, but no structures will be located high ground and no disturbance will occur. There are two existing fire hydrants to service the subdivision. Water and sewer will be extended to service the lots. An additional light pole will be added and street trees for every 50 feet of lot frontage. Existing vegetation can be used and is encouraged. Sidewalks were not required for Phase I, and none are being proposed for Phase II. Single-family dwellings are permitted by right in the R-2 zoning district. The minimum lot size is 7,000 square feet, and setbacks for structures in this district are 25 feet from the front, 10 feet off the rear, and 7.5 feet from the side yard except on corner lots where 12.5 feet will be required. Maximum height for structures is 50 feet for this district. The maximum lot coverage per lot will not exceed 40 percent and is within the allowable density for the R-2 zone.

Planning staff recommends approval of this preliminary plat subject to the following conditions. Final plat may not be submitted for approval until all conditions, revisions, changes, and submissions are made. The conditions, revisions, changes, and submissions to be made are as follows:

1. Approval letter from the Division of Water Quality for stormwater control.
2. Approval letter from the Division of Land Quality for sedimentation and erosion control.
3. Street trees shall be installed according to preliminary plat submittal. Existing vegetation can be used for this requirement.
4. The accurate locations and descriptions of all monuments, markers, and control points.
5. A drainage plan that will include all portions of the development shall be submitted. This plan shall be prepared and sealed by a registered surveyor or engineer.
6. Section 12-130 (The Planning and Zoning Commission may require the subdivider to construct a concrete sidewalk on one side of all frontage streets and on one or both sides of all other streets within the subdivision. The construction of all sidewalks shall be in accordance with plans and standard specifications approved by the Planning and Zoning Commission).
7. Lot coverage for any lot located within the subdivision shall not exceed 40 percent maximum lot coverage.
8. Designate on plan location of all open space, recreation area, and stormwater pond, and designate ownership.
9. Grading, surfacing, curb and gutters, sidewalks, street lighting, street trees, sewage disposal facilities, stormwater drainage facilities, and other utilities shall be installed and certified by a surveyor and/or engineer or performance guarantee provided prior to recordation of the final plat.
10. Planning and Zoning Commission may recommend a street stub-out for Oak Outlook Way extension to the adjacent south parcel.

11. Any wetlands disturbance shall receive Army Corps of Engineer approval.

Regarding item 10, Vice Chairman LeCompte asked if the vacant lot to the south has frontage on Saint Joseph Street. Mr. Hardison said yes. He said Planning staff looks for ways to achieve interconnectivity when possible, but the owner of the property was not interested in doing this.

Commissioner Rouse asked if the utilities are underground. Mr. Hardison said yes.

Commissioner Boswell asked how the owner feels about sidewalks. Mr. Hardison said the plan does not include sidewalks because the existing subdivision does not have sidewalks.

The applicant did not address the Commission. There was no public comment.

ACTION: Motion to close public comment

Motion: Vice Chairman LeCompte

Second: Commissioner Rouse

Vote: 5-0

Commissioner Ittu said he thought the plan was well drawn out. He said he was interested in sidewalks but thought it doesn't make sense if they are not already there in Phase I. Vice Chairman LeCompte said she agreed. Commissioner Boswell said even though sidewalks were not in Phase I, she thinks things have progressed since then so she would be in favor of requiring them in Phase II. Commissioner Hogan said he would love to see sidewalks, but without any in Phase I it would just be a sidewalk to nowhere. He said he thought it was well drawn out and a good plan.

Vice Chairman LeCompte said she likes the large size of the lots, something not seen much in the Town. Commissioner Rouse said it was refreshing to see large lots and not disturbing wetlands.

Mr. Hardison emphasized that the staff recommendation does not require sidewalks or interconnectivity, but conditions may be added.

ACTION: Motion to accept the plan as presented by staff

Motion: Commissioner Hogan

Second: Commissioner Rouse

Vote: 5-0

NON-AGENDA ITEMS

Commissioner Rouse asked when Town Council will vote on expiring Commission terms. Mr. Hardison said appointments for the Planning and Zoning Commission would be done at the September regular meeting, although appointments for other committees will be delayed beyond that.

Commissioner Rouse asked if there were any plans for virtual training sessions for the newly seated Commission. Mr. Hardison said continuing education of Commissioners is important, so he will see if the UNC School of Government has anything like this available. He said it is also possible to do some training with the Town Attorney. Commissioner Rouse said training is important not just for new people but for everyone on the Commission.

ADJOURNMENT

Vice Chairman LeCompte made a motion to adjourn at 6:57 PM.