



**Town of North Topsail Beach
Zoning Board of Adjustment Special Meeting**

**Tuesday, November 19, 2024, at 6:00 PM
2008 Loggerhead Court, North Topsail Beach, NC 28460**

(910) 328-1349 | www.northtopsailbeachnc.gov

PRESENT: Hanna McCloud - Chair, Scott Morse, Lisa Lee Kozlowski, Kip Malcolm, Jason Stahr-Alternate.

ABSENT: Susan Meyer.

I. CALL TO ORDER

Chair McCloud called the meeting to order at 6:00 p.m.

II. OATH OF OFFICE

Deputy Town Clerk Winzler administered the Oath of Office to Lisa Lee Kozlowski for appointment as a regular member, and Jason C. Stahr for appointment as an alternate member to the Zoning Board of Adjustment.

III. ADOPTION OF AGENDA

Mr. Morse made a motion to adopt the agenda. Mr. Malcolm seconded the motion. The motion passed unanimously, 5-0.

IV. APPROVAL OF MINUTES: March 27, 2024, Special Meeting

Mr. Malcom made a motion to accept the minutes of the Special Meeting from March 27, 2024. Ms. Kozlowski seconded the motion. The motion passed unanimously, 5-0.

V. OLD BUSINESS

- A. Mediation Settlement Agreement in the Case of the Town of North Topsail Beach versus Phillip H. and Kristen A. Buckley (#AA23-000003)

Town Attorney Ferguson explained the issue was set for appeal earlier in 2024, the property owner's attorney requested mediation, the mediation occurred, the terms of the mediation settlement were confidential, and there was a reduced civil penalty to be paid to the Town within thirty days of a decision by the Board of Adjustment. He explained that he understood the previous Town Attorney had attended the mediation and recommended the settlement.

Ms. Kozlowski made a motion to accept the mediation settlement agreement in the case of the Town of North Topsail Beach versus Philip H. and Kristen A. Buckley AA23-00003. Mr. Malcolm seconded the motion. The motion passed unanimously, 5-0.

VI. CLOSED SESSION: Pursuant to NCGS 143.318.11 (a) (3) Consultation with the attorney

Mr. Malcolm made a motion to go into closed session. Mr. Stahr seconded the motion. The motion passed unanimously, 5-0.

The Zoning Board of Adjustment went into closed session at 6:06 p.m.

Mr. Stahr made a motion to close the closed session. Mr. Morse seconded the motion. The motion passed unanimously, 5-0.

The Zoning Board of Adjustment came out of closed session at 7:52 p.m.

VII. ADJOURNMENT

Ms. Kozlowski made a motion to adjourn. Mr. Morse seconded the motion. The motion passed unanimously, 5-0.

The Zoning Board of Adjustment meeting adjourned at 7:52 p.m.

APPROVED

CERTIFIED

This 17th day of December 2024

This 17th day of December 2024

Chair

Clerk to the Zoning Board of Adjustment