



Town of North Topsail Beach

Planning Board Special Meeting Minutes

Thursday, October 19, 2023, at 5:30 PM

Town Hall - 2008 Loggerhead Court, North Topsail Beach, NC 28460

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

PRESENT: Hanna McCloud– Chair, Scott Morse, Susan Meyer, Stuart Harness, Teri Ward

ABSENT: Lisa Brown

OTHERS PRESENT: Deborah J. Hill MPA AICP CFM CZO – Planning Director

I. CALL TO ORDER

Chair McCloud called the meeting to order at 5:38 p.m.

II. ADOPTION OF AGENDA

Mrs. Meyer made a motion to adopt the agenda. Mr. Harness seconded the motion. Motion passed unanimously, 4-0.

III. NEW BUSINESS: ORGANIZATIONAL MEETING

Chair McCloud stated that she wanted to acknowledge Paul Dorazio and Gunnar Matthews for their longtime and professional dedication to North Topsail Beach and the Planning Board and just as citizens of North Topsail Beach. They both have done an outstanding job and we would not be where we are today without their input on the Planning Board. She would like to take this opportunity to go on record to make sure that the town knows how important they have been to the Planning Board.

- A. Chair McCloud stated that pursuant to the duly adopted Town of North Topsail Beach Planning Board Rules of Procedure, Rule 2, the newly appointed members shall take and subscribe the oath of office as required by GS 160D-309 as the first order of new business.

Teri Ward was appointed by the Board of Aldermen on 10/4/2023 and was sworn in by Keri Simpson as a Regular Member with the remainder of a 3-year term expiring 5/15/2026.

Susan Meyer was appointed by the Board of Aldermen on 10/4/2023 and was sworn in by Keri Simpson as a Regular Member with the remainder of a 3-year term expiring 5/15/2026.

- B. As the second order of new business, the Planning Board shall elect a vice chair, using one of the nomination and voting procedures set out in Rule 24.

Chair McCloud stated as the second order of new business the Planning Board shall elect a Vice Chair using one of the nominations and voting procedures set out in rule 24. She commented that they did not have their full board present and they did not have any alternates, and asked if they should wait until their next regular meeting to appoint a Vice Chair or welcomed someone to make their nomination. Planning Director Hill explained that Mr. Harness could vote, as he was filling a vacancy. However, he could not accept the position of Vice Chair.

Mr. Harness nominated Mrs. Meyer. Mrs. Ward seconded the motion, motion passed unanimously, 5-0.

IV. APPROVAL OF MINUTES

A. June 15, 2023 Special Meeting Minutes

Mrs. Meyer made a motion to adopt the June 15, 2023 Special Meeting Minutes. Mr. Morse seconded the motion, the motion passed unanimously, 5-0.

B. August 10, 2023 Regular Meeting Minutes

Mr. Morse made a motion to approve the minutes of August 10, 2023, with the correction on page 17 that the Planning Board discussed and proposed the ordinance as proposed with a \$10,000 fine not a \$1,000 fine. Mrs. Meyer seconded the motion, the motion passed unanimously, 5-0.

V. PUBLIC COMMENT

Paul Dorazio commented, doing a nice job.

VI. OLD BUSINESS

A. Use Standards for Ocean Hazard Areas Exceptions

Planning Board members reviewed the background information provided in the staff report. Chair McCloud stated that we now have a new group on the Planning Board, who may not be as familiar with what we have been tasked. Members discussed how to proceed; whether to table it, make a decision, send it back, or request a joint workshop for clarification of the Board’s expectation.

The consensus of the Planning Board members was to request a joint workshop with the Board of Aldermen because the questions were found to be overall too broad and not specific enough for us to be able to provide a proper analysis. The Planning Board requested that Planning Director Hill gather additional information for review and possible workshop.

VII. DISCUSSION

None.

VIII. ADJOURNMENT

Mr. Harness made a motion to adjourn, seconded by Mr. Morse. The motion passed unanimously 5-0.

The Planning Board Meeting adjourned at 6:50 p.m.

APPROVED

This 9th day of November 2023

CERTIFIED

This 9th day of November 2023

Hanna McCloud

Chair

Kate Winzler

Clerk