

MINUTES

The Town of Manteo Planning and Zoning Board met in Regular Session on Tuesday, January 11, 2005 at 6:00 p.m. at the Manteo Town Hall, 407 Budleigh Street

The following members were present:

- Chairman Bill Parker
- Member Jamie Daniels (Vice Chair)
- Member Phil Scarborough
- Member Christine Walker
- Member Bebe Woody

The following members were absent:

Also present at the meeting:

- Fred Featherstone, Zoning Admin.
- Erin Burke, Planner
- Becky Breiholz, Town Clerk

Chairman Parker called the meeting to order at 6:00 p.m.

SUBJECT: Adoption of Agenda

MOTION: Member Daniels seconded by Member Scarborough to adopt the agenda as presented was approved by the following vote: Ayes: Members Parker, Daniels, Walker, Woody and Scarborough. Noes: none. Absent: None

SUBJECT: Oath of Office administered to re-appointed Members Woody and Walker. Town Clerk Becky Breiholz administered the oath of office to Members Woody and Walker.

SUBJECT: Approval of Minutes Regular Meeting December 14, 2004

MOTION: Member Daniels seconded by Member Woody to approve the minutes as presented was approved by the following vote: Ayes: Members Parker, Scarborough, Woody, Walker and Daniels. Noes: none. Absent: None

PUBLIC COMMENTS-none

NEW BUSINESS

SUBJECT: Site plan review revision to Master Plan for Pirates Cove. This plan is being submitted because of a change in the number and type of units to be placed in what is currently called the Marina Town Homes. There were 14 town homes with 3,360 GPD previously proposed. On the new plan these units will be called Marina Condominiums. The number of condominiums is to be 30 and would have a GPD 7,200. The number of units agreed to is 627 total in Pirates cove. The number as of the last master plan is 581, and the new plan will increase this number to 597. The Planning Staff recommends approval.

MOTION: Member Daniels seconded by Member Walker to recommend approval to the BOC was approved by the following vote: Ayes: Members Parker, Scarborough, Woody, Walker and Daniels. Noes: None. Absent: None

SUBJECT: Review Weeping Radish Parking Lot. The plan being presented is attempting to bring the parking lot of the Weeping Radish into compliance. The planning staff recommends approval with the following conditions:

- 1) The islands shall be interspersed in the parking lot according to the Zoning Ordinance;
- 2) The front buffer adjacent to HWY 64 shall be brought into compliance according to the Zoning Ordinance.

Member Scarborough had concerns regarding the handicap parking spaces 46, 47 are adjacent to a proposed concrete pad and “does spaces 48 and 49 have access,” and was informed that parking spaces were longer than normal and will have access. Chairman Parker commented about space #37 being hard to get into and wondered if it should be removed and put it beside 38 and just a dead corner and Mr. Meekins commented that if that space was moved there would not be a 22 foot drive aisle. Planner Burke suggests that another condition be that the number of seats be limited to 159, beyond that there would not be adequate parking to meet the Zoning Ordinance. The Board discussed the front buffer and it was commented that the existing shrubs have not matured to the required levels by the ordinance and that crepe myrtles are not an approved tree in the current zoning ordinance and the applicant offered the argument that crepe myrtles were allowed when the site plan was approved. The Board commented that the crepe myrtle trees could stay and be counted as trees but the shrubbery needed to be brought into compliance by supplementing or replacing. Mr. Featherstone commented that this site plan will not go before the Board of Commissioners and that the conditions need to be recorded. Lengthy discussion took place on number of seats; the restaurant had been previously approved for 265 when the site included additional acreage and more parking. Members Daniels has a problem with them losing 106 seats.

MOTION: Member Woody seconded by Member Scarborough to approve the Weeping Radish site plan as presented with the shrubbery in the buffer being brought into compliance and noting the number of seats listed on the plat is 159 was approved by the following vote: Ayes: Members Parker, Scarborough, Woody, Daniels and Walker. Noes: None Absent: None

SUBJECT: Review Sketch plan for Viccars Heights. This sketch plan is coming to the Board for review. Staff has met with Mr. Ray Meekins to discuss this plan and would like to take this opportunity to gather additional comments. Staff would like to note that connectivity has been considered a top priority when creating this plan. This subdivision will include several affordable housing units and they are to be “...dispersed among the market rate units.” These units have not yet been specified. This is a courtesy review by the Planning Board. There were no negative comments from Town staff. Member Scarborough has a problem with the lot size. Member Woody does not want it to become another Roanoke Village, it was explained that this is a subdivision with larger lots and Roanoke Village was a PUD. An easement across Lot 18 and 19 was discussed for future connectivity.

OLD BUSINESS

Chairman Parker gave the members a brief update of the last P&Z meeting regarding the newspaper boxes at the waterfront condos. Roberta Carroll who is with the Waterfront Condo Association sent a letter to Chairman Parker with suggestions for placement of the boxes at other locations. Chairman Parker suggested establishing an internal Planning Board Policy if one is in bad condition or the contents look abandoned that someone on Town Staff removes the box and notifies the owners of the box.

MOTION Member Woody seconded by Member Daniels to add a Planning Board policy that staff remove damaged or unsightly box and notify the owner of the box was approved by the following vote: Ayes: Members Parker, Scarborough, Woody, Walker and Daniels. Noes: None. Absent: None

SUBJECT: Review to do list-most everything has to do with the new zoning ordinance.

SUBJECT: Review of completed building projects. Member Daniels would like the Board to go to past projects and take pictures of various projects that have been completed for discussion as to likes and dislikes; Member Daniels will take Shallowbag Bay, Member Walker CVS, Member Woody Roanoke Village, Member Scarborough-Steve Hampton Plumbing, Chairman Parker will do Downtown.

Member Woody commented that she was told that Maritime Museum was planning on using the boat house and the Marshes Light House for weddings and charge. She would also like the Town to charge money to use the gazebo and use the money to help offset the maintenance and upkeep of it. It was explained that the money used to build the gazebo was public money and there was a condition that it remain open to the public. Chairman Parker is to contact the Town Attorney for his opinion on charging to use the gazebo.

MOTION: Member Woody seconded by Member Daniels to adjourn the meeting at 7:48 pm. was approved by the following vote: Ayes: Members Parker, Scarborough, Woody, Walker and Daniels. Noes: None. Absent: None

This the 11th day of January 2005

Bill Parker, Chairman

ATTEST:

Becky Breiholz, Town Clerk

