

## MINUTES

The Town of Manteo Planning and Zoning Board met in Regular Session on Tuesday, May 14, 2002 at 6:30 p.m. at the Manteo Town Hall, 407 Budleigh Street, Manteo, North Carolina

The following members were present:

Chairman Bill Parker  
Member Jamie Daniels  
Member Phil Scarborough  
Member Christine Walker

The following members were absent:

Member Bebe Woody

Also present at the meeting:

Fred Featherstone, Town Planner  
Evelyn Rollason, Secretary

Chairman Parker called the meeting to order at 6:30

**SUBJECT:** Adoption of Agenda

**MOTION:** By Member Daniels, seconded by Member Walker, to amend the agenda to add C. Directional Signs under New Business, and to move New Business following the Adoption of the Agenda was approved by the following vote: Ayes: Members Parker, Scarborough, Walker and Daniels. Noes: None Absent: Member Woody

### **NEW BUSINESS**

**SUBJECT: Discussion of Housing Options for Manteo**

Robin McClelland addressed the Board regarding the Town's housing policies and ordinances. Ms. McClelland recently purchased the former Warren O'Neal home on Devon Street. It was her intention to use the secondary structure, once a residence, as a guesthouse. The Town of Manteo Zoning Ordinance makes no provision for such use. Ms. McClelland is currently using the structure as a "studio", with no kitchen or bathroom. Ms. McClelland pointed out that Section 4.02 mentions guesthouse in the definition of a bed and breakfast, but no further mention of guesthouse is found in the Ordinance, nor is there a definition of guesthouse. Ms. McClelland suggested that the Board address this discrepancy by defining "guesthouse" and setting policies to govern their uses.

Ms. McClelland also suggested the following areas be addressed before they become a concern: 1) the transition of houses from permanent residences to seasonal ones; 2) the loss of housing stock for future population growth; 3) the risk of instability as a result of

a transitional population; 4) commercial use in residential zones, appropriate taxation, etc. and, 5) additional traffic in residential neighborhoods.

Ms. McClelland has considerable experience in the planning field, and offered her services to the Planning Board.

**SUBJECT: Approval of the Minutes of the Regular Meeting of April 9, 2002**

**MOTION:** By Member Daniels, seconded by Member Walker, to approve the minutes of the regular meeting of April 9, 2002 with the stipulation to check on a rule of order were approved by the following vote: Ayes: Members Parker, Scarborough, Walker and Daniels. Noes: None Absent: Member Woody

**PUBLIC COMMENTS** - There were no public comments

**CHAIRMAN'S AGENDA**

**SUBJECT: Discussion & Consideration of Hazard Mitigation Plan**

Town Planner Fred Featherstone explained that the Board of Commissioners of the Town of Manteo need to adopt a Hazard Mitigation Plan and send it to Raleigh before June 1, 2002 in order to be eligible for emergency funds in the event of a hurricane. The Plan was provided to the Planning Board for their input. Fred stated the changes suggested by this Board would be implemented for presentation to the Board of Commissioners for their consideration at their workshop meeting on Wednesday, May 15, 2002. A copy of the final plan as amended by this Board will be attached to these minutes as a permanent part of the record.

**MOTION:** By Member Daniels, seconded by Member Scarborough, to recommend approval of the Town of Manteo Hazard Mitigation Plan as amended to the Board of Commissioners was approved by the following vote: Ayes: Members Parker, Scarborough, Walker and Daniels. Noes: None Absent: Member Woody

**SUBJECT: Directional Signage**

The Board reviewed removing directional sign requirements from the R-5 zoning district and placing them in the B-2 and B-1 Signs Permitted section. Fred will be writing the verbiage for a proposed text amendment. No action was taken at this time.

**BOARD MEMBER CONCERNS**

Chairman Parker stated that he and Fred have had several discussions regarding signs on boats, and done some research, and the issue of signs on boats appears to be beyond the scope of the Planning Board or the Town of Manteo to regulate. Fred stated his main concern would be sandwich signs and other large signs placed on the docks impeding or impairing pedestrian traffic.

There was some discussion regarding the appearance of the “Bonny Blue” at the Manteo Waterfront Marina. The Planning Board was provided with a copy of an advertisement promoting this boat as a “bed and breakfast”. There are concerns over the impact of a business of this sort on the Waterfront, particularly in regards to sewage disposal and impact fees. The Planning Board’s consensus is that types of businesses allowed on the Waterfront need to be addressed.

Chairman Parker brought the Planning Board up to date on the latest Board of Commissioners meeting.

Chairman Parker provided the Board members with drawings that illustrate buffering requirements required by the Zoning Ordinance. Chairman Parker feels that the drawings will be helpful to the members of the Board when reviewing site plans.

**MOTION:** By Member Walker to excuse herself from the meeting at this time was seconded by Member Daniels was approved by the following vote: Ayes: Chairman Parker, Members Walker, Scarborough, and Daniels. Noes: None Absent: Member Woody

There was some further discussion on the subject of providing a recycling bin for businesses downtown. Fred informed the Board that the cost of a cardboard recycling container was around \$9,000.00, and it will probably not be cost effective. Fred is still obtaining information on this item, and exploring other alternatives. Member Daniels volunteered to work with Fred on this.

The Board reviewed the “To Do” list. Fred informed the Board that the site plan for the new parking lot behind the Weeping Radish has expired. Fred contacted Uli Bennewitz regarding this situation. At meeting time, Fred had not had the opportunity to discuss this with Mr. Bennewitz.

As there was no further business to come before the Board, on motion by Member Daniels, seconded by Member Scarborough, the meeting was adjourned at 9:00 p.m.

This the 14<sup>th</sup> day of May 2002.

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Bill Parker, Chairman

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Evelyn D. Rollason  
Secretary to the Board

