

MINUTES

The Town of Manteo Planning and Zoning Board met in Regular Session on Tuesday, January 13, 2004 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 Bebe Woody
- Member Phil Scarborough
- Member Christine Walker

The following members were absent:

Also present at the meeting:

- Fred Featherstone, Planner
- Becky Breiholz, Town Clerk

Chairman Parker called the meeting to order at 6: 05 p.m.

SUBJECT: Adoption of Agenda. Member Daniels would like to amend the agenda to allow the Town Clerk to administer the Oath of Office to the following Planning Board Members that were reappointed at the January 7, 2004 Board of Commissioner meeting: Members Jamie Daniels; Phil Scarborough and Bill Parker who was also re-appointed to serve as Chairperson for the Board; and for the Planning Board members to appoint a Vice Chair.

MOTION: Member Daniels seconded by Member Walker to amend the agenda to add the administer the oath of office and appoint a Vice-Chair was approved by the following vote: Ayes: Members Parker, Daniel, Walker, Woody and Scarborough. Noes: None. Absent: None

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

Town Clerk Becky Breiholz administered the Oath of Office to Chairman Bill Parker, Member Phil Scarborough and Member Jamie Daniels.

SUBJECT: Approval of Minutes Regular Meeting December 9, 2003

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

PUBLIC COMMENT: none

OLD BUSINESS

SUBJECT: Reports on Master Plan-Chairman Parker commented that the Master Plan will probably be adopted within the next month or two by the Board of Commissioners; Manteo Way of Building Guidelines was adopted at the January BOC meeting and Fred will check to make sure there is no inconsistencies between the two; Mr. Featherstone commented that he meet with the developers of Salty Dawg and he has received some plans and the P&Z Board can look at those after the meeting. Ordinance Update-Mr. Padrick is still working on that and plans to come soon with a presentation. Chairman Parker asked the Board to compile a list of anything they would like to be included in the ordinances. Chairman Parker commented that at the Board of Commissioner meeting of January 7, 2004 they voted to hold a public hearing to make all the parcels at midway B3. Member Woody asked if CVS was still negotiating for the Caimen Garden property and was told yes. Member Daniels asked if their site plan expired and Mr. Featherstone commented that they were given 24 months and that at a later date the Board adopted a 12 month expiration date, but Town Attorney Daniel Khoury has written them a letter giving them 3 months. The Board discussed how the area behind the courthouse was going to be used and Chairman Parker commented that the County was still discussing the uses and whether or not the County will move the administration from downtown to the Justice Center. Chairman Parker commented that there have been some notification of the flyover at midway and Mr. Featherstone commented that NCDOT has apparently thrown out all the other alternatives and will go with the flyover. Member Daniels asked about the storm-water plan and Mr. Featherstone commented that it was presented to the Board of Commissioners and the Board never adopted the plan. Mr. Featherstone commented that they are working with Hobbs-Upchurch on a storm-water grant which the Town will be applying for. Member Daniels suggested that the storm-water plan be re-submitted to the Board of Commissioners.

SUBJECT: Review to do list. Weeping Radish-Town Attorney has been reminded of it; the waterfront usage should be addressed in the new zoning ordinances; paving of parking lots should be addressed in the zoning ordinance and Chairman Parker stated that these would be talked about with Mr. Padrick. Chairman Parker asked that Town Clerk Becky Breiholz change to un-resolved in black the Political Sign issue. Town Attorney Daniel Khoury has the forms for the conditional use, one an application and one to be recorded with the deed. Pizza Hut buffer; Mr. Featherstone meet with the district manager and they asked that if it could be done in phases and Mr. Featherstone told them that he would need something in writing for the Board to review. The pedestrian lights at the rest area have been shielded.

Chairman Parker brought up to the Board about wireless computers and how some municipalities are providing them in public places and the possibility of this being amenity that the Town of Manteo should offer; Member Daniels will contact Carl Jordan and ask him about it. Kiosks were discussed and that there seems to be some renewed interest and Mr. Featherstone commented that it would be a good idea to have it in the ordinance.

BOARD CONCERNS

Member Daniels commented about how he traveled out of Town and while traveling through other communities how they are dressing up some of those fast food places and how they fit in with the community. Member Woody suggested that they get some type of ordinance that if a business remodels that it be done so that it would fit in the community. Member Woody commented about some signs she saw and how easy they were to read and suggested that they look at the Town signs and possibly change them to make them easier to see and read.

SUBJECT: Appointment of Vice Chairman for the Planning Board, the Board was polled and members suggested leaving the Vice Chair the same with Member Daniels.

MOTION: Member Woody seconded by Member Scarborough to appoint Member Jamie Daniels as Vice Chair of the Planning Board was approved by the following vote: Ayes: Members Parker, Woody, Walker, Scarborough and Daniels. Noes: None. Absent: None

MOTION: Member Woody seconded by Member Daniels to adjourn at 7:03 p.m. was approved by the following vote: Ayes: Members Parker, Woody, Walker, Scarborough and Daniels. Noes: None. Absent: none.

This 13th day of January 2004.

Bill Parker, Chairman

ATTEST:

Becky Breiholz, Town Clerk