

## MINUTES

The Town of Manteo Planning and Zoning Board met in Regular Session on Tuesday, July 10<sup>th</sup>, 2007 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:

- Erin Trebisacci, Planner
- Johnny Boniface, Building Inspector
- Becky Breiholz, Town Clerk

Chairman Parker called the meeting to order at 6:05 pm

**SUBJECT:** Adoption of Agenda-

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

**SUBJECT:** Approval of Minutes Regular Meeting May 8<sup>th</sup>, 2007 –

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

PUBLIC COMMENTS-none

### CHAIRMAN'S AGENDA

**SUBJECT:** Final Subdivision Plat approval for the Flats. The preliminary plat for this project was reviewed in early 2005. The Developer has been working on the site and utilities. The subdivision would include 23 lots. Lots 6, 13, 17, and 18 are designated as affordable units. The utilities installation has been completed. The developer has requested that the installation of the sidewalks be put off until at least 50% of the construction is completed. The worry that the concrete will be broken and destroyed by the delivery and construction trucks has been expressed and staff is in support of this request. Staff recommends approval with the following conditions:

1. Note 10 should be removed, the annexation has been completed

2. Note 11 and Note 18 should both reference Town of Manteo's Codified Ordinance Chapter 4.
3. The notation on the plan discussing acknowledgement of the Inclusionary Affordable Housing Ordinance should reference lots 6, 13, 17, and 18.

The Board would like to add a 4<sup>th</sup> condition that the sidewalk be installed after 50% of the lots have been completed.

**MOTION:** Member Daniels seconded by Member Walker to recommend approval of the site plan to the BOC with the four conditions above was approved by the following vote: Ayes: Members Parker, Woody, Walker, Scarborough and Daniels. Noes: None. Absent: None

Member Scarborough commented about the line of shrubs on lot 1 and 2 at the Marshes Light project that used to hide the ball fence and they don't need to be there to hide the front yards and are full of briars, and would like to allow Kitty Hawk Land Company to do what they wanted there; they are going to extremes with planting. Chairman Parker commented it was addressed and it was specifically asked that they be removed and we can remind them that buffer is not necessary. The Board discussed the one way on Fernando and how people are going the wrong way and Mrs. Trebisacci commented that it is a police issue and they have been made aware of it.

#### OLD BUSINESS

Review to do list-The Weeping Radish parking lot has been addressed and it was asked to change the problem about the Weeping Radish to buffer. Chairman Parker gave the Board an update of the last BOC meeting and that the Land Use Plan has been adopted. The affordable housing process was discussed and the Flats will be the first project. The Marshes Light boardwalk was discussed and they think that a small beach area will be at that site. The Manteo Preservation Historic Trust is working on getting a formal document on historic houses in Manteo. The first kiosk was installed. We have some complaints about the Marshes Lights condo building had installed sodium lights and also some very bright lighting; it was clearly spelled out on their paper work and asked that Mr. Boniface let other developers know if they are placing the wrong lights.

#### BOARD CONCERNS

Member Daniels asked about the other affordable housing units in other developments and was told that Cypress Cove had 5; Salt Meadow Landing 8, and Cedar Bay 6. He asked about the skate park and was told that we are working with designers to get the features they want for the amount of money we have. Member Daniels asked about the ABC store and commented on the shingles and questioned the architectural design. Member Woody commented that it was reviewed by this Board and not the Architectural Design Board and that it does not look like what she remembers.

Member Scarborough commented that they should discuss solar panels and recommends we encourage it.

Mrs. Trebisacci commented that the BOC had a request from a property owner, Mr. Briggs Neal at the end of Ananias Dare by the boat ramp who is now requesting a 9 foot gate along the fence on the Town's property to allow for his patrons to come and go; he has docks that he rents out. The BOC asked for comments from the Planning Board. He does have access to his property from Croatan Avenue. We had already given him a 36 inch pedestrian gate. Mrs. Trebisacci commented that the area is the grassy park area and there used to be an opening in the old fence before it was torn down. Mr. Boniface commented that Mr. Neal runs a business out of there but we do not have a business license on record and if he has 5 slips or more he is running a marina he needs to have permission from CAMA; we requested a plat to show how many slips he has and give us a scope of his business, we received the plat, no slips indicated or the scope of the business. The question is should the Town provide access to his property when he has access on Croatan. The Planning Board members would like to go down and look at it and discuss it at a later meeting.

**MOTION:** Member Walker seconded by Member Daniels to adjourn at 6:50 pm was approved by the following vote: Ayes: Members Parker, Woody, Walker, Scarborough and Daniels. Noes: None. Absent: None

This the 8<sup>th</sup> day of May 2007.

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Bill Parker, Chairman

ATTEST:

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Becky Breiholz, Town Clerk