

## MINUTES

The Town of Manteo Planning and Zoning Board met in Regular Session on Tuesday, July 8<sup>th</sup>, 2008 at 6:00 p.m. at the Manteo Town Hall, 407 Budleigh Street

The following members were present:           Chairman Bill Parker  
  Member Phil Scarborough  
  Member Christine Walker

The following members were absent: Member Beth Storie  
  Member Bebe Woody

Also present at the meeting:                   Erin Trebisacci, Planner  
  Becky Breiholz, Town Clerk

Chairman Parker called the meeting to order at 6:07 pm

**SUBJECT:**    Adoption of Agenda as presented

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

**SUBJECT:**    Approval of Minutes Regular Meeting June 10<sup>th</sup>, 2008

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

PUBLIC COMMENTS- none

NEW BUSINESS

OLD BUSINESS

**SUBJECT:**    Text Amendments –Chairman Parker commented that they will discuss some text amendments and possibly approve some tonight and then do some of them in August and then send them all to the Board of Commissioners for their review. The proposed text amendments will be made a part of these minutes and the changes are highlighted in blue.

The first proposed text amendment discussed was Section 18-1 Mural Ordinance and will be made a part of these minutes. Chairman Parker would like to add the word Roanoke before island landscape to read “Roanoke Island landscape.”

**MOTION:** Member Walker seconded by Member Scarborough to approve the mural ordinance with the addition of "Roanoke" and send to the Board of Commissioners was approved by the following vote: Ayes: Members Parker, Walker and Scarborough. Noes: None. Absent: Storie and Woody

Section 12-10 Change of Use Text Amendment was discussed next and will be made a part of these minutes. This text amendment will make it plain who will review and who will approve change of use.

**MOTION:** Member Walker seconded by Member Scarborough to approve the change of use amendment and send to the Board of Commissioners was approved by the following vote: Ayes: Members Parker, Walker and Scarborough. Noes: None. Absent: Storie and Woody

Definition of Accessory dwelling unit Section 2-1 and will be made a part of these minutes. This is to insure that an accessory dwelling unit is secondary to the primary residence and not a duplex and make sure that they are one or one and one half story. Mrs. Trebisacci also commented that this deals with the conflict that staff has to deal with between accessory dwellings and accessory buildings; the difference between the two is a cook top stove. There is a difference between an accessory dwelling and accessory building and Mrs. Trebisacci commented she will bring some language back for the Board to review for accessory buildings.

**MOTION:** Member Walker seconded by Member Scarborough to approve definition of accessory dwelling unit and send to the BOC was approved by the following vote: Ayes: Members Parker, Walker and Scarborough. Noes: None. Absent: Storie and Woody

This text amendment is grammatical and came up during the crab sheddors approval Section 8-4 Permitted uses approved by the Planning and Zoning Board Section and Section 7-4 permitted uses approved by the Planning Board and will be made a part of these minutes. There are inconsistencies in these two ordinances and they would like to switch it from Planning Board to Board of Commissioners.

Section 8-2 Dimensional requirements-This will be made a part of the minutes; a Commissioner has concerns about the 50 foot setback on small lots that are less than 1/2 acre in B-2 and change it to say may be reduced to 20 feet. Mrs. Trebisacci commented that it will be up to the developer to prove that the lot is unable to be developed with a 50 foot set back. Chairman Parker would like it to be reworded and say 1/2 acre or less. Consensus of the Board was to discuss this one more at next months meeting.

The next amendment discussed was to Article VIII B-2; Article IX B-3; Article X B-4 and will be made a part of these minutes. Mrs. Trebisacci gave the Board a brief history and

commented that system built homes have been allowed since April 2004 in the historic district. There are two modulars in the historical district now that have been frustrating to staff, homeowners trying to use system built homes and the neighbors. Mrs. Trebisacci commented that to maintain the historical fabric this text amendment would allow for only stick built houses. There are two that have been approved for the Flats subdivision that are great examples of how they should be.

**MOTION:** Member Scarborough seconded by Member Walker to approve the text amendment and send to the BOC was approved by the following vote: Ayes: Members Parker, Walker and Scarborough. Noes: None. Absent: Storie and Woody

Review to do list- Chairman Parker gave the Board an update of the Commissioner's meeting where the Marshes Light marina reconfiguration was approved for a Public Hearing. Dominion Power has provided us with a pilot program of light fixtures and can be removed from the To Do List. Mrs. Trebisacci commented that COA has a final plan but we have not received it yet and a special meeting will be held when we receive those plans. Roanoke Island Festival Park will probably be submitting their plan for the Indian Village next month and Mrs. Trebisacci will take the members to Festival Park on Thursday at 10 am to show where the proposed village will be.

The Board discussed the letter that Mrs. Trebisacci sent to property owners on Sir Walter Raleigh about the ditch maintenance. The Board of Commissioners had requested a letter be sent to the property owners back in September 2007 requesting an easement to maintain the ditch but we did not hear back from two of the property owners. The Town has tried to maintain the ditch the best they can but until we get an easement from the property owners we can not go on the property to properly maintain the ditch.

**MOTION:** Member Walker seconded by Member Scarborough to adjourn at 7:05 pm was approved by the following vote: Ayes: Members Parker, Walker, and Scarborough. Noes: None. Absent: Storie and Woody

This 8<sup>th</sup> day of July 2008

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Bill Parker, Chairman

ATTEST:

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Becky Breiholz, Town Clerk