

MINUTES

The Town of Manteo Planning and Zoning Board met in Regular Session on Tuesday, July 8, 2003 at 6:30 p.m. at the Manteo Town Hall, 407 Budleigh Street

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

The following members were absent: Member Jamie Daniels

Also present at the meeting: Fred Featherstone, Planner
Becky Breiholz, Town Clerk

Chairman Parker called the meeting to order at 6:38 p.m.

SUBJECT: Adoption of Agenda

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

SUBJECT: Approval of Minutes Regular Meeting June 10, 2003. Add to page two at the end of Mr. Cahoon's comments and before Member Daniels comment to reflect that it was pointed out to Mr. Cahoon the way the ordinance is currently written for bed and breakfasts, that the owner has to reside on premise.

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

PUBLIC COMMENTS- None

OLD BUSINESS

SUBJECT: Chairman Parker updated the Board members on the July 2nd, 2003 Board of Commissioners meeting and that Mr. Jack Burrus site plan is being sent back to the Planning Board for review. There was confusion on the parking and the number of units vs. the number of kitchens and it became muddled as to what the uses were going to be.

SUBJECT: Update on Zoning Ordinance re-write and master plan-Chairman Parker commented that the BOC approved \$9,000 for the NC College of Design to supervise the Division of Community Assistance to oversee the re-write of the zoning ordinance based on the Town survey and master plan being submitted by the NC School of Design. Chairman Parker and Commissioner Wilson met today with Randy Hester and Marsha

McNally to discuss a guide to development. Mr. Hester did the guide twenty years ago. Member Woody suggested that the Town and County work together in some type of partnership regarding the property owned by the County that is located downtown. Chairman Parker commented that he thought the County gave the Town first right of refusal for their property if they decide to sell it. Member Woody asked about enforcement of buffers of county properties, she commented the one down the street by the old hotel is a mess. Mr. Featherstone commented he would call the county landscaper. Chairman Parker said by November they should be finished with the master plan, new zoning ordinance and the guide for development design guidelines.

SUBJECT: Review To Do List: Chairman Parker went over the “to do” list of projects still pending: Water front dock will continue to work on that; political signs has not heard any more from the other Towns and whether there has been any move to come to a consensus; College of Design is going to help with parking lots and storm-water. If the Board wants to continue to pursue the high school traffic the P&Z can talk to the BOC individually.

Mr. Featherstone commented that we have a site plan check off list policy used for reviewing and would like to add another item that we require the engineer to put the density calculation for that site. Mr. Featherstone and Intern Andrew Barnett are working on getting storm water calculations from other municipalities as to what they require to retain on site.

BOARD CONCERNS

Member Scarborough-Asked what is the density over at the new project at Salty Dawg, Chairman Parker commented that it is complicated because they might put an inn out on the point and that calculation will be different from the residential units. Member Scarborough asked what was going on at the foot of the bridge. Mr. Featherstone commented they are through with digging and putting in sheet piles. Member Scarborough asked if it was in the Town and told it is in the County, the property used to be owned by the Town.

Member Woody-asked that the members while they are out and about keep their eyes out for graffiti, there is some terrible graffiti that was done down at the waterfront gazebo. Someone had also taken street cones and lined them up on Donetta’s roof.

Member Walker commented about the people that don’t abide by the “no wake zone” at the waterfront. The Board discussed who regulated the no wake zones, sign and their locations. Chairman Parker will speak to the dock master at the water front. Mr. Featherstone commented that if we need signs we can get them.

Chairman Parker commented that Town Clerk Becky Breiholz had asked that the Planning Board consider changing the meeting time to 5:30 p.m. The Board will consider this and discuss at a later time.

MOTION: Member Woody seconded by Member Walker to adjourn at 7:15 p.m. was approved by the following vote: Ayes: Members Parker, Woody, Walker, Scarborough and Daniels. Noes: None. Absent: Member Daniels.

This the 8th day of July, 2003

Bill Parker, Chairman

ATTEST:

Becky Breiholz, Town Clerk