

MINUTES

The Town of Manteo Planning and Zoning Board met in Regular Session on Tuesday, June 8, 2009 6:00 pm. at the Manteo Town Hall, 407 Budleigh Street.

The following members were present: Chairman Bill Parker
 Member Phil Scarborough
 Member Beth Storie
 Member Bebe Woody
 Member Grizelle Fearing

The following members were absent:

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

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

SUBJECT: Adoption of Agenda as presented or amended

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

SUBJECT: Approval of Minutes Regular Meeting May 12, 2009

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

PUBLIC COMMENTS-none

SUBJECT: COA Boathouse - COA is proposing a Boat House adjacent to the new Arts Building that is currently under construction. The Building will be approximately 900 square feet of unconditioned space. Its proposed location is slightly different from that on the Master Plan, as it now allows for a vehicle and boat to pass through the structure. On the Master Plan the boat would have had to of been backed into the garage. Staff recommends approval with the following condition: Any additional lighting is 100 watt incandescent or color corrected compact florescent equivalent or less. The PARC Committee discussion included the location of the proposed boat house compared to the location identified on the Master Plan. The PARC Committee made the following recommendations: the master plan should be amended to reflect the new location; the windows needed to have the proper sill and stool and that the garage door should be made appear as though it were a barn door with a "Z" on it. A flush door would not be appropriate and would have to be modified. Member Scarborough commented on

the cisterns on the plan and would like it to be a requirement that on any institution complex, commercial complex, conditional use be required to furnish surface water irrigation; he does not want to put that burden on residential. He would like to see a retention pond and it be used to irrigate and also have a surface water well for irrigation. Chairman Parker commented that they would discuss this and try to come up with some type of ordinance.

MOTION: Member Fearing seconded by Member Storie to recommend to BOC with staff recommendations on lighting and PARC's recommendations was approved by the following vote: Ayes: Members Parker, Storie, Woody, Fearing and Scarborough. Noes: None. Absent: None

SUBJECT: Bathroom at Marshes Light Marina The marina at Marshes Light will have a ships store when the project is completed. Currently there are no restrooms facilities for marina visitors. Marshes Light is requesting to place a portable toilet within the proposed footprint of building 16. The facility will be brand new and handicapped accessible and will be maintained by the dock employees. The Board would like a timeline provided to them on as to when the marina will be completed; they would also like to recommend that it be allowed until the end of September 2009 with the condition that they come back to them at their September meeting for renewal; they would like a copy of the service contract of the porta potties and if it is not maintained in a sanitary manner the approval would be revoked and the porta potties be removed.

MOTION: Member Fearing seconded by Member Scarborough to approve with the conditions: timeline furnished on the marina completion; also use until the end of September 2009 and come back to the P&Z for renewal in September; copy of the service contract and if not maintained properly the use will be revoked was approved by the following vote: Ayes: Members Parker, Storie, Woody, Fearing and Scarborough. Noes: None. Absent: None.

SUBJECT: 2009 Hazard Mitigation Plan the Town of Manteo is required to adopt a Hazard Mitigation Plan every 5 years. The plan has not changed significantly since its last adoption in 2004. The Town's CRS rating has been updated along with some storm water information. The statistics in the plan have not been updated since they were based on the 2000 census data. Staff recommends approval. The Members discussed the plan and had some language changes that Mrs. Trebisacci will take care of.

OLD BUSINESS

Review to do list- Chairman Parker went over the to do list and no news on the plans for the county courthouse downtown; the members discussed some of the ideas for the courthouse and whether or not the Arts Council will be able to secure the building. It was suggested that maybe the Town should get it. The old Board of Education building owned by Ray Hollowell on Budleigh was discussed and the condition of the

building and the Board would like at least have the damaged awnings removed and Mrs. Trebisacci will have Mr. Boniface check into that; also the old Creef house on Budleigh was discussed and the Board would like something done about its condition Member Woody would like to find out if there is anything in our ordinance to address the condition and Mrs. Trebisacci commented the Town could condemn it and once it was condemned the owners could fix it or the Town would have to demolish it and there would be no turning back The members would like this item to be put on the to do list. The members would like to ask the owners what they plan on doing with the property. Also the police department has spoken to the owners of the abandoned cars at the Coastland Times building and they are taking care of that. No action was taken by the BOC on the text amendment for maintenance of fences. The fence being discussed was the one on the side of the Adams building on Highway 64 next to the Mann house and Mrs. Trebisacci commented that if the site plan had the requirement of a buffer then we can require them to fix it, but we can not find the site plan and there is nothing in the ordinance to address it. The Board will work on the fence amendment.

This Place Matters Program was discussed and Mrs. Trebisacci is to request for the Town Manager to have IT Steve Jozik go out and take some photographs of Commissioners and Planning Board members at places that matter along with a story of the place and put a link on our web site for access to those pictures.

Chairman Parker commented that they will try and draft something for the irrigation that Member Scarborough discussed earlier.

MOTION: Member Scarborough seconded by Member Fearing to adjourn at 7:07 pm was approved by the following vote: Ayes: Members Parker, Woody, Fearing, Storie and Scarborough. Noes: None. Absent:

This 8th day of June 2009

Bill Parker, Chairman

ATTEST:

Becky Breiholz, Town Clerk