

MINUTES

The Town of Manteo Planning and Zoning Board met in Regular Session on Tuesday, August 10, 2004 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 Bebe Woody

The following members were absent: Member Christine Walker
Member Jamie Daniels

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

Chairman Parker called the meeting to order at 6:00 p.m.

SUBJECT: Adoption of Agenda. Mr. Featherstone would like to add discussion of B3 zoning and establish a policy on B3. Add discussion of the conditional use permit the condition for the Manteo High School Modulares that the gate on Scuppernong be locked was asked by Commissioner Farrow to be removed from the CUP.

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

SUBJECT: Approval of Minutes Regular Meeting July 13, 2004. The Board added wording to the discussion regarding the site plan review of the New Manteo Middle School on page 5 to add to the discussion of drainage and retention that it was brought up there were two sets of site plans received and the first plan showed ponds in the buffer and the second set showed storm water being diverted to Highway 64 NCDOT ditch and one of the conditions for approval will be that storm water be retained on site. Also the during Public Comments page 3 the speaker is Jerry Austin not Billy.

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

PUBLIC COMMENT:

None

SUBJECT: Review conditional use permit for the Board of Education Modulares at the High School. At the August 4th, 2004 BOC meeting Commissioner Farrow had requested that the condition be removed from the conditional use permit that was previously approved regarding the gate on Scuppernong be locked at the Manteo High School. This was referred back to the Planning Board for their recommendation and Member Woody

asked if this was requested by the School and thinks that the request should come from the School. Chairman Parker will talk with Commissioner Farrow.

Mr. Featherstone commented that the entrance way at Midway is zoned B3 and the north entrance way of the Town is R1 and when the Credit Union was annexed it was zoned R1 and he would like to start the process of rezoning this to B3 to protect the entrance from the north end. This will require a Public Hearing. Chairman Parker commented we should pursue the Public Hearing and would like to set a policy that anything north of Swain Street be zoned B3 if they request annexation. Member Woody commented that it needs to be explained in the notification to adjacent property owners that it will not affect them. Discussion took place on establishing a policy that any one requesting annexation north of Swain and Amanda Streets will be zoned B3.

MOTION: Member Woody seconded by Member Scarborough to recommend to the BOC that to the Credit Union be rezoned to B3 was approved by the following vote: Ayes: Members Parker, Scarborough, and Woody. Noes: None. Absent: Member Walker and Daniels

MOTION: Member Scarborough seconded by Member Woody that a Policy be established that anyone requesting annexation north of Swain and Amanda Streets that they be zoned B3 was approved by the following vote: Ayes: Members Parker, Scarborough, and Woody. Noes: None. Absent: Member Walker and Daniels

Chairman Parker gave an update on the new draft zoning ordinance and it is now available on line. Mr. Featherstone interviewed two applicants for the Planner position.

SUBJECT: Review to do list. Most of the pending items are awaiting the rewrite of the zoning ordinance. Some of the tree issues at the Creef Davis Park may be resolved with the building of a shed to protect the old shad boat the Ellaview that is going to be loaned to the Maritime Museum and it is one of the conditions for the loan that the boat be protected from the elements. Chairman Parker updated the members on the last BOC meeting. Next month the Board should receive the plans to review for the remodeling of the Manteo Elementary School.

BOARD CONCERNS

Member Woody commented about the sidewalks on Fernando Street and since she is no longer a property owner she would like to address this issue. As she recalls all the owners signed an easement agreement dedicating that easement to the Town if they would put in a sidewalk, the Town voted that down and said they would not put a sidewalk there and in the meantime the steps were torn down which accessed the front of those shops facing Fernando Street, a handicap ramp was built to allow handicap access to that side of the street and this has been 3 years at least and is not sure how we address this, except that the property owners want to have but the property owners their steps back on private property. Mr. Featherstone received that request from Donetta's husband Ron in the form of an email and he responded to him and explained to him that whether a sidewalk was built or not he couldn't issue a building permit for steps is because there is a 5 yard setback that they cannot encroach into and the only way steps could be built would be if

they went to the Board of Adjustment prove the hardship and receive a variance. Mr. Featherstone commented he thought that the steps that were put there as a temporary means of access during the construction phase and what should have been done was to require the sidewalks be put in before the CO's were issued. Member Woody commented "let's not look back and look at it from what's happening out there and see if there is some way to resolve this. Member Woody stated the corner and the whole situation is a safety hazard. It was agreed that this needed to be brought back to the Board of Commissioner. Chairman Parker asked that this be added to the To Do List.

MOTION: Member Woody seconded by Member Scarborough to adjourn at 6:55 p.m. was approved by the following vote: Ayes: Members Parker, Woody, and Scarborough Noes: None. Absent: Member Walker and Daniels

This 11th day of August, 2004.

Bill Parker, Chairman

ATTEST:

Becky Breiholz, Town Clerk