

MINUTES

The Town of Manteo Planning and Zoning Board met in Regular Session on Tuesday, January 11, 2011 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 Grizelle Fearing

The following members were absent: Member Bebe Woody

Also present at the meeting: Erin Trebisacci, Planner

Chairman Parker called the meeting to order 6:00 pm

SUBJECT: Adoption of Agenda as presented or amended;

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

SUBJECT: Approval of Minutes regular meeting November 9, 2010

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

PUBLIC COMMENTS- none

SUBJECT: Dare County Farm Bureau Change of Use- The Dare County Farm Bureau is requesting to occupy the building at 600 South US HWY 64. The building formerly contained a retail operation and the proposed use is an office. The Farm Bureau is in the process of starting construction of new offices at their existing location and as a result will need to occupy this building temporarily. There are no site plan changes proposed for the property and as a result the proposal is being submitted as a *Change of Use not requiring a site plan* per Zoning Ordinance §12-10 (d) (1). In addition to no changes in the site plan the proposed use requires fewer GPD than the previous retail use. Staff recommends approval per Zoning Ordinance §12-10 (d) (1) for the retail to office change of use.

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

BOARD MEMBER CONCERNS:

Chairman Parker updated the Board on the sign ordinance that the Board of Commissioner's adopted at their January 5th meeting. A discussion took place on Marshes Light CUP, Historic Structures and PARC list. Planner Erin Trebisacci is to get to the Planning Board members before and after pictures of site plans that were submitted to PARC so that the Board can do a comparison. A guard/screen was requested for the pipe for the ditch on Sir Walter Raleigh Street behind the McOwen property. They would like a trash can placed under the magnolia tree at the market.

MOTION: Member Fearing seconded by Member Scarborough to adjourn at 6:39 pm was approved by the following vote: Ayes: Members Parker, Fearing, Storie and Scarborough. Noes: None. Absent: Woody

This 11th day of January 2011

Bill Parker, Chairman

ATTEST:

Becky Breiholz, Town Clerk