

MINUTES

The Town of Manteo Planning and Zoning Board met in Regular Session on Tuesday, September 11, 2007 at 6:00 p.m. at the Manteo Town Hall, 407 Budleigh Street

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

The following members were absent: Member Jamie Daniels

Also present at the meeting: Erin Trebisacci, Planner
 Johnny Boniface, Building Inspector
 Becky Breiholz, Town Clerk

Chairman Parker called the meeting to order at 6:03 pm

SUBJECT: Adoption of Agenda

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

SUBJECT: Approval of Minutes Regular Meeting July 10th, 2007 -

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

PUBLIC COMMENTS- none

SUBJECT: Planner-discussion on various topics:

Gate Request from Briggs Neal

Mr. Neal lives on Croatan commented that the Town put up a fence next to his property at the Queen Elizabeth Street Boat ramp and he rents boat slips out and it is inconvenient for his customers to walk around. Planner Erin Trebisacci gave the Board a brief history stating that the Town spent \$100,000 fixing up the boat ramp next to Mr. Neal's property and there had previously been an opening before the fence went up. Mr. Neal has requested a nine foot wide gate to access the rear of his property. He would like the gate to be used by the boat owners that he rents slips to. Staff feels as though the Town has not denied Mr. Neal's right to access his property from Croatan Avenue, and would also note that the Town has also provided a 36" wide gate for Mr. Neal to access

his property from the parking lot further west along the same fence. The Board discussed the safety issue of a 9 foot gate and traffic access but did say that a 36 foot pedestrian gate would be okay. Mr. Neal would like a bigger opening to allow people to bring in their coolers.

MOTION: Member Woody seconded by Member Scarborough to recommend to the BOC to allow Mr. Briggs to place a maximum of 42 inch wide pedestrian gate located in the vicinity east of the parking lot between the two trees was approved by the following vote: Ayes: Members Parker, Woody, Walker and Scarborough. Noes: None. Absent: Daniels

Land Use Plan

Staff presented the CAMA Land Use Plan to the CRC at their July Meeting. The plan was approved and praised for being proactive and user friendly.

Signs and Banners

Staff has noted a plethora of banners and miscellaneous signs particularly in the Downtown area. The ordinance very clearly states that banners may be used in lieu of permitted signs for a period of no more than 2 weeks. It also addresses the use of wall signs. Staff would like some guidance and clarification as to how this ordinance should be interpreted. Planner Trebisacci read the B-1 ordinance and commented that it is hard to delineate where the business entity is because of the condominium style retail area and we will face this at Marshes Light Development and Salt Meadow Landing. Roberta Carroll (she did not identify herself) gave the Board some pictures of the waterfront condos from Fernando Street and talked about the large tree that blocks the display window of the business and the small sign. She also showed other pictures of the various sides of the condos; she also commented that no one is doing the gardening and that Mr. Hollowell says it is the Town's and the Town says it is his job. Owner of Mother's Money (gave first name only Will) commented they are more than willing to comply with the ordinances and would like a level playing field. Ms. Carroll also suggested that the trees and vegetation be trimmed from the street side. Chairman Parker commented that trimming the trees might be part of the solution but we are here tonight to deal with the signs. Member Walker commented that looking at the pictures with all the signs seem to cheapen the area. Member Woody stated it is a pedestrian town and that making the signage consistent and lowering the signage would help. Planner Trebisacci commented the biggest problem is no one is getting permits and the Planning Department is at a loss when they issue a permit on how they are supposed to measure it and what façade we are supposed to consider. Mrs. Trebisacci went on to ask if each business entity entitled to 24 square feet on each façade of that building; are they entitled to 24 square feet total and they get to choose what façade they put it on, it is not really clear in the ordinance; she read the ordinance again: "walls signs placed against the exterior walls of a building shall not exceed more than 6 inches beyond the building, and shall not exceed 24 square feet or signs attached to any porch, porch ceiling, balcony or railing not to exceed 24 square feet on each façade of the business entity" and she

asked what are we considering the business entity. The areas where this problem can occur are the waterfront condos, the Phoenix; the shops on Sir Walter Raleigh and we will have the mixed use buildings at Marshes Light, Salt Meadow Landing. Chairman Parker commented that the problem we have tonight is that we have all these banners that no one has gotten a permit for. Mrs. Trebisacci commented that we can permit a banner in lieu of a sign for a period of two weeks; they are a safety concern. Staff is also looking for guidance when someone hits their maximum; where they are allowed to use their 24 square foot; is each business allowed to have 24 square feet on each façade; is it just the façade their business occupies, is it allocated to that area that the business occupies or is it on the façade of the building. Chairman Parker thinks the ordinance could be written more clearly. Chairman Parker commented that a façade in general terms is like an elevation, and just because it has projections and stuff that does not make it another façade; if you have a balcony that is part of the façade that part is not a different facade. Member Woody suggested that as a group the businesses should work together to have something consistent. Chairman Parker commented that he would look to Will whether you should be able to have a sign on all 4 facades, what is best for your business and for the whole town. Chairman Parker commented that the way it is written you can have 24 square feet on each façade. Consensus of the Board is that you can have 24 square feet on all façades. Mrs. Trebisacci stated we will have our Public Information Officer do a flyer and send out to all the business stating the rules and regulations and give them 30 or 60 days to come into compliance. Chairman Parker commented that we need clarification and asked the business owners to give them their input and in the meantime let the public know what our regulations are and try to get it cleaned up.

Marshes Light CAMA Permit Application

Staff has included a copy of a letter written to Warren Eadus concerning the CAMA Permit Application submitted for Marshes Light. Staff would welcome additional comments and answer questions on this application, or the project in general. The letter will be made a part of these minutes.

Model Energy Ordinance

Staff met with representatives from the North Carolina Sustainable Energy Association. Staff would like to receive comments on working with this association to develop a model ordinance.

OLD BUSINESS

Review to do list-remove the Weeping Radish parking lot from the list; add to the list the signage issues. Member Woody commented that her house is shaking and thinking that something is running under her house. Mrs. Trebisacci commented that there are storm water drains running under Manteo Furniture but does not think it does under her house. Mrs. Trebisacci also commented she has heard that there are sonic booms.

Mrs. Trebisacci gave the Board an update: the Town has purchased Bucks Seafood property in conjunctions with the Coastal Federation and the China King building will be torn down and a water garden will be placed there.

BOARD CONCERNS

Member Walker commented that there is a big hole on Croatan and someone could get hurt.

MOTION: Member Walker seconded by Member Scarborough to adjourn at 7:25 pm was approved by the following vote: Ayes: Members Parker, Woody, Walker and Scarborough. Noes: None. Absent: Daniels.

This the 11th, day of September 2007.

Bill Parker, Chairman

ATTEST:

Becky Breiholz, Town Clerk